



Division of Purchases

One Capitol Hill | Providence, RI 02908 | (401) 574-8100
Nancy R. McIntyre, State Purchasing Agent

MPA 358 CONTRACT USER GUIDE

MPA TITLE: Interpreters – Sign Language and CART Services

MPA #: 358

MPA RENEWAL OPTION(S): One (1) One-Year Renewal Terms, at the sole option of the State.

SECTION 1. CONTRACT USE:

Who can use this? This is a Master Price Agreement and, as such, has Statewide Applicability. Political Subdivisions (municipalities, institutions for higher education, municipal/state schools, quasi-public agencies), as authorized by law, may participate in this Agreement. For any projects with a political subdivision, all ordering and billing shall be between the vendor and the political subdivision.

Open Enrollment? No

Emergency Use? Yes

SECTION 2. INSTRUCTIONS FOR USE BY STATE AGENCIES:

Pricing shall be acquired by agencies by developing a scope of work per project and submitting to the qualified vendor list provided on the Contract Board.

A. THRESHOLDS

There is a \$50,000.00 threshold for any specific project. Projects expected to exceed this MPA's threshold must be bid, any exceptions will require Purchasing Agent and/or Deputy Purchasing Agent pre-approval.

B. GENERAL INFORMATION:

Provide sign language Interpreter services are governed B Policies established by the sign language Interpreter services are governed B Policies established by the Rhode Island Commission on the Deaf and Hard of Hearing (RICDHH). Copies may be obtained by contacting the RICDHH Statewide Referral Specialist, Holly St. Pierre by Phone: (401) 222-5300 (voice), VP: (401) 354-7630, Fax: (401) 222-5736 or email cdhh.Interpreter@cdhh.ri.gov.

Reservations for Interpreters must be cancelled at least two business days in advance or Interpreter is entitled to bill customer for the number of hours reserved. Reservations for post-secondary classes must be cancelled two-weeks prior to the reservation period or the Interpreter is entitled to two-weeks' compensation for the reserved period.

Extenuating circumstances: When an engagement exceeds two hours, a relief Interpreter is required and, if less than two hours, if there are extenuating circumstances per the attached commission policies.



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Rates are based on certification level and are related to skill level. Interpreter may charge no more than the hourly rates set forth herein but may offer discounted rates. Discounted rates shall be at the discretion of the Interpreter. Discounts shall be determined prior to the engagement and shall be reflected in the customer's purchase order release.

C. AGENCY REQUIREMENTS:

Please contact the RICDHH Statewide Referral Specialist, Holly St. Pierre
Phone: (401) 222-5300 (voice),
VP: (401) 354-7630,
Fax: (401) 222-5736
Email: cdhh.Interpreter@cdhh.ri.gov to request services or to inquire further about services.

D. EMERGENCY PREPAREDNESS AND RESPONSE INSTRUCTIONS AND CONTACTS:

Please contact the RICDHH Statewide Referral Specialist, Holly St. Pierre
Phone: (401) 222-5300 (voice),
VP: (401) 354-7630,
Fax: (401) 222-5736
Email: cdhh.Interpreter@cdhh.ri.gov to request services or to inquire further about services.

No work is to commence until these items are completed and a Purchase Order is issued.

SECTION 3. VENDOR REQUIREMENTS

VENDOR REQUIREMENTS:

1. Vendors must register on Ocean State Procures (OSP) FULL Registration is required: <https://www.ridop.ri.gov/vendor-registration/>
2. Completed Notice of Designation as Independent Contractor Form (DWC-11-IC(3/2006))
3. Certification Verification – Registry of Interpreters for the Deaf, Inc.
4. Proof of Professional Liability Insurance (“errors and omissions”) - \$1 Million or 5% of estimated project cost, whichever is greater;
5. Proof of Automobile liability Insurance - \$100,000/\$300,000/\$100,000 or a combined single limit of #300,000.00

Forms should be submitted to The RICDHH Statewide Referral Specialist, Holly St. Pierre by Fax: (401) 222-5736, Email cdhh.Interpreter@cdhh.ri.gov or mail to:

Rhode Island Commission on the Deaf and Hard of Hearing
Attention: Holly St. Pierre
One Capitol Hill, Ground Level
Providence, RI 02908



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SECTION 4. VENDOR ATTACHMENTS

1. Rhode Island Interpreter Policies for Independent Contractors for State Agencies
2. Independent Contractor Worker' Compensation Form
3. Standard Practice Paper (SPP)
4. Examples of extenuating circumstances
5. RIVIP Bidder Certification Cover Form



July 1, 2021 to June 30, 2022
 Statewide Interpreter Rates
 RI State Governmental Agencies



Year 3

RI LICENSED INTERPRETERS AS INDEPENDENT CONTRACTORS FOR STATE AGENCIES

Credentials	Current Base									
	Unit Rate Per Hour	5+ Years Per Hour	10+ Years Per Hour	15+ Years Per Hour	20+ Years Per Hour	25+ Years Per Hour	30+ Years Per Hour	35+ Years Per Hour	40+ Years Per Hour	
CERTIFICATIONS OFFERED AND RECOGNIZED BY THE RID										
CDI	\$57.54	\$59.60	\$61.65	\$63.71	\$65.76	\$67.82	\$69.88	\$71.93	\$73.99	
NIC - All	\$55.48	\$57.54	\$59.60	\$61.65	\$63.71	\$65.76	\$67.82	\$69.88	\$71.93	
CERTIFICATIONS NO LONGER OFFERED BUT RECOGNIZED BY THE RID										
All RID and NAD Certifications	N/A	\$57.54	\$59.60	\$61.65	\$63.71	\$65.76	\$67.82	\$69.88	\$71.93	
Board for Evaluation of Interpreters (BEI)										
BEI - Master	\$55.48	\$57.54	\$59.60	\$61.65	\$63.71	\$65.76	\$67.82	\$69.88	\$71.93	
BEI - Advanced	\$53.43	\$55.48	\$57.54	\$59.60	\$61.65	\$63.71	\$65.76	\$67.82	\$69.88	
BEI - Basic	\$51.37	\$53.43	\$55.48	\$57.05	\$59.60	\$61.65	\$63.71	\$65.76	\$67.82	
State Screened										
Deaf Interpreter - State Screened Approved by RI Department of Health Interpreter Licensure	*\$46.20/Hour *\$44.15/Hour	*\$46.20/Hour	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	
State Screened Approved by RI Department of Health Interpreter Licensure Board	*\$43.12/Hour *\$41.06/Hour	*\$43.12/Hour	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	

State Screened*

1. State screened is valid for 8 years.
2. State screened PLUS RID Generalist (written) exam is valid for up to 8 years.



July 1, 2021 to June 30, 2022
 Statewide Interpreter Rates
 RI State Governmental Agencies



Year 3

RI LICENSED INTERPRETERS AS INDEPENDENT CONTRACTORS FOR STATE AGENCIES

With RID's Specialist Certificate: Legal for Court/Legal (SC:L) (RID Certification and Legal settings only)	Add	\$15.00/Hour
With BEI's Court Interpreter Certification (CIC) - Court/Legal Settings only	Add	\$15.00/Hour
With RID's CLIP-R for Court/Legal (RID Certification and Legal settings only)	Add	\$15.00/Hour
Without RID's Specialist Certificate: Legal for Court/Legal (w/o SC:L) or without RID's CLIP-R. (Proof of legal training as defined in the Section 3.1 of RICDHH Policies and Procedures. RID Certification and Legal settings only.)	Add	\$10.00/Hour
Travel for over 30 miles per (one-way only) (RID Certification and Deaf Interpreters for General settings only)	Add	Base Rate/Hour
Travel for Court/Legal over 30 miles per (two-ways only) (RID Certification and Legal settings only)	Add	Base Rate/Hour
Educational Interpreter Performance Assessment - 4.0 and higher (K-12 classroom assignments only, other assignments not apply)	Add	\$2.00/Hour
After State Business Hours - 4:00 p.m. to Midnight	Add	\$3.00/Hour
Weekends	Add	\$5.00/Hour
On-Street Meter Parking	Add	\$0.25/15 min.
Newport Pell Bridge Toll	Add	\$2.00/axle
Newport Pell Bridge Toll (RI Issued Ezpass)	Add	\$0.83/trip
State Holidays	Add	\$10.00/Hour
Emergency (24 hours or less)	Add	\$5.00/Hour



July 1, 2021 to June 30, 2022
Statewide Interpreter Rates
RI State Governmental Agencies



Year 3

RI LICENSED INTERPRETERS AS INDEPENDENT CONTRACTORS FOR STATE AGENCIES

NOTE:

- * Years of experience based on uninterrupted holding of certification recognized by RID.
- * Years fo experience based on uninterrupted holding of state screened.
- * Level determined as of original certification recognized by RID.
- * State screened interpreters who become RID certified enter the grid at the current base unit rate level.



July 1, 2022 - June 30, 2023
 Statewide Interpreter Rates
 RI State Governmental Agencies



Year 4

RI LICENSED INTERPRETERS AS INDEPENDENT CONTRACTORS FOR STATE AGENCIES

Credentials	Current Base								
	Unit Rate Per Hour	5+ Years Per Hour	10+ Years Per Hour	15+ Years Per Hour	20+ Years Per Hour	25+ Years Per Hour	30+ Years Per Hour	35+ Years Per Hour	40+ Years Per Hour
CERTIFICATIONS OFFERED AND RECOGNIZED BY THE RID									
CDI	\$58.54	\$60.60	\$62.65	\$64.71	\$66.76	\$68.82	\$70.88	\$72.93	\$74.99
NIC - All	\$56.48	\$58.54	\$60.60	\$62.65	\$64.71	\$66.76	\$68.82	\$70.88	\$72.93
CERTIFICATIONS NO LONGER OFFERED BUT RECOGNIZED BY THE RID									
All RID and NAD Certifications	N/A	\$58.54	\$60.60	\$62.65	\$64.71	\$66.76	\$68.82	\$70.88	\$72.93
Board for Evaluation of Interpreters (BEI)									
BEI - Master	\$56.48	\$58.54	\$60.60	\$62.65	\$64.71	\$66.76	\$68.82	\$70.88	\$72.93
BEI - Advanced	\$54.43	\$56.48	\$58.54	\$60.60	\$62.65	\$64.71	\$66.76	\$68.82	\$70.88
BEI - Basic	\$52.37	\$54.43	\$56.48	\$58.54	\$60.60	\$62.65	\$64.71	\$66.76	\$68.82
State Screened									
Deaf Interpreter - State Screened Approved by RI Department of Health Interpreter Licensure	*\$46.20/Hour *\$44.15/Hour	*\$46.20/Hour	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A
State Screened Approved by RI Department of Health Interpreter Licensure Board	*\$43.12/Hour *\$41.06/Hour	*\$43.12/Hour	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A

*State Screened**

1. State screened is valid for 8 years.
2. State screened PLUS RID Generalist (written) exam is valid for up to 8 years.

With RID's Specialist Certificate: Legal for Court/Legal (SC:L) (RID Certification and Legal settings only)	Add	\$15.00/Hour
With BEI's Court Interpreter Certification (CIC) - Court/Legal Settings only	Add	\$15.00/Hour
With RID's CLIP-R for Court/Legal (RID Certification and Legal settings only)	Add	\$15.00/Hour
Without RID's Specialist Certificate: Legal for Court/Legal (w/o SC:L) or without RID's CLIP-R. (Proof of legal training as defined in the Section 3.1 of RICDHH Policies and Procedures. RID Certification and Legal settings only.)	Add	\$10.00/Hour
Travel for over 30 miles per (one-way only) (RID Certification and Deaf Interpreters for General settings only)	Add	Base Rate/Hour
Travel for Court/Legal over 30 miles per (two-ways only) (RID Certification and Legal settings only)	Add	Base Rate/Hour
Educational Interpreter Performance Assessment - 4.0 and higher (K-12 classroom assignments only, other assignments not apply)	Add	\$2.00/Hour
After State Business Hours - 4:00 p.m. to Midnight	Add	\$3.00/Hour
Weekends	Add	\$5.00/Hour
On-Street Meter Parking	Add	\$0.25/15 min.
Newport Pell Bridge Toll	Add	\$2.00/axle
Newport Pell Bridge Toll (RI Issued Ezpass)	Add	\$0.83/trip
State Holidays	Add	\$10.00/Hour
Emergency (24 hours or less)	Add	\$5.00/Hour

NOTE:

* Years of experience based on uninterrupted holding of certification recognized by RID.

* Years of experience based on uninterrupted holding of state screened.

* Level determined as of original certification recognized by RID.

* State screened interpreters who become RID certified enter the grid at the current base unit rate level.

* When an Interpreter is projected to reach a five-year increment in a fiscal year, the "next column" state rate will be set at the beginning of the same fiscal year.

* A Standard National Interpreter Certification (NIC) is awarded by RID instead of three levels of NIC effective on 12/1/11. It is labeled as NIC-2011.



July 1, 2023 - June 30, 2024
 Statewide Interpreter Rates
 RI State Governmental Agencies



Year 5

RI LICENSED INTERPRETERS AS INDEPENDENT CONTRACTORS FOR STATE AGENCIES

Credentials	Current Base								
	Unit Rate Per Hour	5+ Years Per Hour	10+ Years Per Hour	15+ Years Per Hour	20+ Years Per Hour	25+ Years Per Hour	30+ Years Per Hour	35+ Years Per Hour	40+ Years Per Hour
CERTIFICATIONS OFFERED AND RECOGNIZED BY THE RID									
CDI	\$58.54	\$60.60	\$62.65	\$64.71	\$66.76	\$68.82	\$70.88	\$72.93	\$74.99
NIC - All	\$56.48	\$58.54	\$60.60	\$62.65	\$64.71	\$66.76	\$68.82	\$70.88	\$72.93
CERTIFICATIONS NO LONGER OFFERED BUT RECOGNIZED BY THE RID									
All RID and NAD Certifications	N/A	\$58.54	\$60.60	\$62.65	\$64.71	\$66.76	\$68.82	\$70.88	\$72.93
Board for Evaluation of Interpreters (BEI)									
BEI - Master	\$56.48	\$58.54	\$60.60	\$62.65	\$64.71	\$66.76	\$68.82	\$70.88	\$72.93
BEI - Advanced	\$54.43	\$56.48	\$58.54	\$60.60	\$62.65	\$64.71	\$66.76	\$68.82	\$70.88
BEI - Basic	\$52.37	\$54.43	\$56.48	\$58.54	\$60.60	\$62.65	\$64.71	\$66.76	\$68.82
State Screened									
Deaf Interpreter - State Screened Approved by RI Department of Health Interpreter Licensure	*\$46.20/Hour *\$44.15/Hour	*\$46.20/Hour	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A
State Screened Approved by RI Department of Health Interpreter Licensure Board	*\$43.12/Hour *\$41.06/Hour	*\$43.12/Hour	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A	N/A N/A

*State Screened**

1. State screened is valid for 8 years.
2. State screened PLUS RID Generalist (written) exam is valid for up to 8 years.

With RID's Specialist Certificate: Legal for Court/Legal (SC:L) (RID Certification and Legal settings only)	Add	\$15.00/Hour
With BEI's Court Interpreter Certification (CIC) - Court/Legal Settings only	Add	\$15.00/Hour
With RID's CLIP-R for Court/Legal (RID Certification and Legal settings only)	Add	\$15.00/Hour
Without RID's Specialist Certificate: Legal for Court/Legal (w/o SC:L) or without RID's CLIP-R. (Proof of legal training as defined in the Section 3.1 of RICDHH Policies and Procedures. RID Certification and Legal settings only.)	Add	\$10.00/Hour
Travel for over 30 miles per (one-way only) (RID Certification and Deaf Interpreters for General settings only)	Add	Base Rate/Hour
Travel for Court/Legal over 30 miles per (two-ways only) (RID Certification and Legal settings only)	Add	Base Rate/Hour
Educational Interpreter Performance Assessment - 4.0 and higher (K-12 classroom assignments only, other assignments not apply)	Add	\$2.00/Hour
After State Business Hours - 4:00 p.m. to Midnight	Add	\$3.00/Hour
Weekends	Add	\$5.00/Hour
On-Street Meter Parking	Add	\$0.25/15 min.
Newport Pell Bridge Toll	Add	\$2.00/axle
Newport Pell Bridge Toll (RI Issued Ezpass)	Add	\$0.83/trip
State Holidays	Add	\$10.00/Hour
Emergency (24 hours or less)	Add	\$5.00/Hour

NOTE:

* Years of experience based on uninterrupted holding of certification recognized by RID.

* Years of experience based on uninterrupted holding of state screened.

* Level determined as of original certification recognized by RID.

* State screened interpreters who become RID certified enter the grid at the current base unit rate level.

* When an Interpreter is projected to reach a five-year increment in a fiscal year, the "next column" state rate will be set at the beginning of the same fiscal year.

* A Standard National Interpreter Certification (NIC) is awarded by RID instead of three levels of NIC effective on 12/1/11. It is labeled as NIC-2011.



February 1, 2020 - June 30, 2020
 Statewide CART Provider Rates
 RI State Governmental Agencies
Year 1



RI CART PROVIDERS AS INDEPENDENT CONTRACTORS
 Approved by RICDHH on June 12, 2019

Services	A minimum of 2 hours Per Hour	Additional Hour Per Hour	Fee Per Assignment Per Hour
Community Assignments			
CART Services	\$127.00	\$90.00	
Projection/Screen Equipment Fee			\$75.00
ASCII/Rough Edit File (up to 4 hours)			\$40.00
ASCII/Rough Edit File (Up to 8 hours)			\$90.00
*Special Prep Time			\$50.00
Universities/Colleges/K-12 Education			
CART Services	\$127.00	\$90.00	
Projection/Screen Equipment Fee			\$75.00
ASCII/Rough Edit File (up to 4 hours)			FREE
ASCII/Rough Edit File (Up to 8 hours)			FREE
*Special Prep Time			\$50.00
Add to hourly rates above			
After State Business Hours, 4:00 PM to Midnight		Add	\$3.00/Hour
With CSR, RPR, CCP, CRC and CRR for Court/Legal Settings		Add	\$15.00/Hour
With CSR for Court/Legal settings		Add	\$10.00/Hour
With CSR for Court/Legal settings		Add	\$5.00/Hour
Longer than 3 hours assignment (solo CART provider only)		Add	\$70.00/Hour at 4th Hour
Weekends		Add	\$5.00/Hour
On-Street Meter Parking		Add	\$0.25/15 min.
Newport Pell Bridge Toll		Add	\$2.00/axle
Newport Pell Bridge Toll (RI Issued Epass)		Add	\$0.83/trip
State Holidays		Add	\$10.00/Hour
Emergency (24 hours or less)		Add	\$5.00/Hour

NOTE:

*Approval from the Interpreter and CART Referral Specialist at the RICDHH Office and/or requestor for specific assignment. Accepting long jobs and solo provider rate is up to the individual CART Provider.



July 1, 2020 - June 30, 2021
 Statewide CART Provider Rates
 RI State Governmental Agencies
Year 2



RI CART PROVIDERS AS INDEPENDENT CONTRACTORS
 Approved by RICDHH on June 12, 2019

Services	A minimum of 2 hours Per Hour	Additional Hour Per Hour	Fee Per Assignment Per Hour
Community Assignments			
CART Services	\$128.00	\$91.00	
Projection/Screen Equipment Fee			\$75.00
ASCII/Rough Edit File (up to 4 hours)			\$40.00
ASCII/Rough Edit File (Up to 8 hours)			\$90.00
*Special Prep Time			\$50.00
Universities/Colleges/K-12 Education			
CART Services	\$128.00	\$91.00	
Projection/Screen Equipment Fee			\$75.00
ASCII/Rough Edit File (up to 4 hours)			FREE
ASCII/Rough Edit File (Up to 8 hours)			FREE
*Special Prep Time			\$50.00
Add to hourly rates above			
After State Business Hours, 4:00 PM to Midnight		Add	\$3.00/Hour
With CSR, RPR, CCP, CRC and CRR for Court/Legal Settings		Add	\$15.00/Hour
With CSR for Court/Legal settings		Add	\$10.00/Hour
With CSR for Court/Legal settings		Add	\$5.00/Hour
Longer than 3 hours assignment (solo CART provider only)		Add	\$70.00/Hour at 4th Hour
Weekends		Add	\$5.00/Hour
On-Street Meter Parking		Add	\$0.25/15 min.
Newport Pell Bridge Toll		Add	\$2.00/axle
Newport Pell Bridge Toll (RI Issued Epass)		Add	\$0.83/trip
State Holidays		Add	\$10.00/Hour
Emergency (24 hours or less)		Add	\$5.00/Hour

NOTE:

*Approval from the Interpreter and CART Referral Specialist at the RICDHH Office and/or requestor for specific assignment. Accepting long jobs and solo provider rate is up to the individual CART Provider.



July 1, 2021 - June 30, 2022
 Statewide CART Provider Rates
 RI State Governmental Agencies
Year 3



RI CART PROVIDERS AS INDEPENDENT CONTRACTORS
 Approved by RICDHH on June 12, 2019

Services	A minimum of 2 hours Per Hour	Additional Hour Per Hour	Fee Per Assignment Per Hour
Community Assignments			
CART Services	\$128.00	\$91.00	
Projection/Screen Equipment Fee			\$75.00
ASCII/Rough Edit File (up to 4 hours)			\$40.00
ASCII/Rough Edit File (Up to 8 hours)			\$90.00
*Special Prep Time			\$50.00
Universities/Colleges/K-12 Education			
CART Services	\$128.00	\$91.00	
Projection/Screen Equipment Fee			\$75.00
ASCII/Rough Edit File (up to 4 hours)			FREE
ASCII/Rough Edit File (Up to 8 hours)			FREE
*Special Prep Time			\$50.00
Add to hourly rates above			
After State Business Hours, 4:00 PM to Midnight		Add	\$3.00/Hour
With CSR, RPR, CCP, CRC and CRR for Court/Legal Settings		Add	\$15.00/Hour
With CSR for Court/Legal settings		Add	\$10.00/Hour
With CSR for Court/Legal settings		Add	\$5.00/Hour
Longer than 3 hours assignment (solo CART provider only)		Add	\$70.00/Hour at 4th Hour
Weekends		Add	\$5.00/Hour
On-Street Meter Parking		Add	\$0.25/15 min.
Newport Pell Bridge Toll		Add	\$2.00/axle
Newport Pell Bridge Toll (RI Issued Epass)		Add	\$0.83/trip
State Holidays		Add	\$10.00/Hour
Emergency (24 hours or less)		Add	\$5.00/Hour

NOTE:

*Approval from the Interpreter and CART Referral Specialist at the RICDHH Office and/or requestor for specific assignment. Accepting long jobs and solo provider rate is up to the individual CART Provider.



July 1, 2022 - June 30, 2023
 Statewide CART Provider Rates
 RI State Governmental Agencies
Year 4



RI CART PROVIDERS AS INDEPENDENT CONTRACTORS
 Approved by RICDHH on June 12, 2019

Services	A minimum of 2 hours Per Hour	Additional Hour Per Hour	Fee Per Assignment Per Hour
Community Assignments			
CART Services	\$130.00	\$93.00	
Projection/Screen Equipment Fee			\$75.00
ASCII/Rough Edit File (up to 4 hours)			\$40.00
ASCII/Rough Edit File (Up to 8 hours)			\$90.00
*Special Prep Time			\$50.00
Universities/Colleges/K-12 Education			
CART Services	\$130.00	\$93.00	
Projection/Screen Equipment Fee			\$75.00
ASCII/Rough Edit File (up to 4 hours)			FREE
ASCII/Rough Edit File (Up to 8 hours)			FREE
*Special Prep Time			\$50.00
Add to hourly rates above			
After State Business Hours, 4:00 PM to Midnight		Add	\$3.00/Hour
With CSR, RPR, CCP, CRC and CRR for Court/Legal Settings		Add	\$15.00/Hour
With CSR for Court/Legal settings		Add	\$10.00/Hour
With CSR for Court/Legal settings		Add	\$5.00/Hour
Longer than 3 hours assignment (solo CART provider only)		Add	\$70.00/Hour at 4th Hour
Weekends		Add	\$5.00/Hour
On-Street Meter Parking		Add	\$0.25/15 min.
Newport Pell Bridge Toll		Add	\$2.00/axle
Newport Pell Bridge Toll (RI Issued Epass)		Add	\$0.83/trip
State Holidays		Add	\$10.00/Hour
Emergency (24 hours or less)		Add	\$5.00/Hour

NOTE:

*Approval from the Interpreter and CART Referral Specialist at the RICDHH Office and/or requestor for specific assignment. Accepting long jobs and solo provider rate is up to the individual CART Provider.



July 1, 2023 - June 30, 2024
 Statewide CART Provider Rates
 RI State Governmental Agencies
Year 5



RI CART PROVIDERS AS INDEPENDENT CONTRACTORS
 Approved by RICDHH on June 12, 2019

Services	A minimum of 2 hours Per Hour	Additional Hour Per Hour	Fee Per Assignment Per Hour
Community Assignments			
CART Services	\$130.00	\$93.00	
Projection/Screen Equipment Fee			\$75.00
ASCII/Rough Edit File (up to 4 hours)			\$40.00
ASCII/Rough Edit File (Up to 8 hours)			\$90.00
*Special Prep Time			\$50.00
Universities/Colleges/K-12 Education			
CART Services	\$130.00	\$93.00	
Projection/Screen Equipment Fee			\$75.00
ASCII/Rough Edit File (up to 4 hours)			FREE
ASCII/Rough Edit File (Up to 8 hours)			FREE
*Special Prep Time			\$50.00
Add to hourly rates above			
After State Business Hours, 4:00 PM to Midnight		Add	\$3.00/Hour
With CSR, RPR, CCP, CRC and CRR for Court/Legal Settings		Add	\$15.00/Hour
With CSR for Court/Legal settings		Add	\$10.00/Hour
With CSR for Court/Legal settings		Add	\$5.00/Hour
Longer than 3 hours assignment (solo CART provider only)		Add	\$70.00/Hour at 4th Hour
Weekends		Add	\$5.00/Hour
On-Street Meter Parking		Add	\$0.25/15 min.
Newport Pell Bridge Toll		Add	\$2.00/axle
Newport Pell Bridge Toll (RI Issued Epass)		Add	\$0.83/trip
State Holidays		Add	\$10.00/Hour
Emergency (24 hours or less)		Add	\$5.00/Hour

NOTE:

*Approval from the Interpreter and CART Referral Specialist at the RICDHH Office and/or requestor for specific assignment. Accepting long jobs and solo provider rate is up to the individual CART Provider.

Rhode Island Interpreter Policies for Independent Contractors For State Agencies

- Independent contractors shall be paid a two-hour minimum fee regardless of the duration of the scheduled time up to two hours, shall be paid for the entire amount of time that is requested to be reserved when over two hours.
- If the assignment is cancelled less than 48 hours (2 business days), payment must be made for total hours reserved.
- If the assignment requires less than reserved, payment must be made for total hours reserved.
- An assignment, 2 hours or more (sometimes less than two hours), will require more than one interpreter (extenuating circumstances at the professional judgment and discretion of the interpreter according to RID's Code of Professional Conduct). Please refer to Registry of Interpreters for the Deaf's Standard Practice paper and list of situations as the guidelines that might warrant 2 interpreters for an assignment that is less than 2 hours long.

For Post Secondary Institutions:

- If an ongoing class is cancelled less than two weeks (10 business days) before the start of assignment, interpreter must be paid two weeks severance. If the course is dropped by a student anytime during the semester/quarter, interpreter must be paid two weeks.
- If a class is dismissed earlier than scheduled, the interpreter(s) shall ask the student if s/he needs their service until the reserved time is up, subject to RID Code of Professional Conduct.
- As soon as the interpreter accepts assignments with the post secondary institution, s/he needs to contact the staff at post secondary institution's student support service as soon as possible to discuss about assignments/logistics.
- If a client has not arrived for the assignment, the interpreter is to wait no less than 30 minutes.
- If a client has not arrived for an ½ day assignment, the interpreter is to wait no less than 60 minutes.

- If a client has not arrived for a full day assignment, the interpreter to wait no less than 90 minutes and before making determination to leave, call the RICDHH Interpreter and CART Referral Service to check if a client plans to show up some point of the day.
- After a minimum of two hour reserved, additional time should be calculated at the interpreter's rate in thirty-minute increments.
- If the interpreter who arrives to the assignment late or does not show up for the assignment, s/he shall inform appropriate parties in a timely manner, including RICDHH. This is in reference to RID's Code of Professional Conduct to hold a professional business dialogue to resolve any issues with appropriate parties. However, interpreter who does not show up for the assignment shall not submit an invoice.
- If a requestor/payer fail to reimburse an interpreter for an assignment referred by RICDHH and the interpreter has attempted to resolve this matter, the RICDHH Interpreter/CART Referral Service will provide advocacy to the interpreter to assist in the reimbursement for services only when the interpreter had also confirmed the fees and fee-related policies directly with the request prior to the assignment. It is the responsibility of the interpreter and the requestor to confirm fees and policies prior to the assignment.

- **RI Court: Qualified Interpreters only**

Legal Approved with Specialist Certificate in Legal (Court/Legal settings only)

Add \$15.00/Hour

Legal Approved without Specialist Certificate in Legal (Proof of legal training and/or RID's CLIP-R is required. (Court/Legal Settings only)

Add \$10.00/Hour

Time Travel for legal/court settings only – If an interpreter is required to drive more than 30 miles per one way, the interpreter is qualified to include the travel time.

Add interpreter's state base rate per hour.

June 15, 2016 for Interpreters' Master Pricing Agreements. For more information regarding the policies and procedures, please contact the Rhode Island Commission on the Deaf and Hard of Hearing, (401) 256-5511, (401) 222-5736 (FAX) or e-mail at Main.CDHH@CDHH.RI.GOV.

The policies are subject to change with notice.

The Registry of Interpreters for the Deaf, Inc., (RID) Standard Practice Paper (SPP) provides a framework of basic, respectable standards for RID members' professional work and conduct with consumers. This paper also provides specific information about the practice setting. This document is intended to raise awareness, educate, guide and encourage sound basic methods of professional practice. The SPP should be considered by members in arriving at an appropriate course of action with respect to their practice and professional conduct.

It is hoped that the standards will promote commitment to the pursuit of excellence in the practice of interpreting and be used for public distribution and advocacy.

About Team Interpreting

Team interpreting is the utilization of two or more interpreters who support each other to meet the needs of a particular communication situation. Depending on both the needs of the participants and agreement between the interpreters, responsibilities of the individual team members can be rotated and feedback may be exchanged.

The decision to use a team rather than an individual interpreter is based on a number of factors, including, but not limited to:

- length and/or complexity of the assignment,
- unique needs of the persons being served,
- physical and emotional dynamics of the setting,
- avoidance of repetitive stress injuries (RSIs) for interpreters.

An interpreter who is hearing may sometimes team with an interpreter who is deaf, called a certified deaf interpreter (CDI). (See CDI Standard Practice Paper for additional information.)

The Team Process

All team members are actively engaged in the process. They may be providing direct interpretation services, actively working between the two languages or functioning in a supporting role. This support is necessary to enhance the team's performance and assure accurate communication takes place and may include:

- monitoring the overall setting
- assuring appropriate and timely transitions
- supporting/cueing other team members as needed.

At times, more than one team of interpreters may be needed. Some factors determining the number of interpreters needed are:

- size of the audience
- setting
- communication preferences of presenter(s) and audience type and interactivity of presentation
- special communication needs of those in attendance (including, but not limited to, the need for tactile, oral or close visual range interpretation)
- dynamics of the scheduled events (concurrent sessions, off site tours, etc.)

When two or more interpreters are working together, the team will need a sufficient amount of time prior to the assignment to determine placement, roles and how to provide support to each other. Settings where teams work can include, but are not limited to, post-secondary education, ceremonies, lectures, workshops, staff meetings and employee orientations, adversarial hearings and performing arts.

RID believes that through teaming, all consumers can receive optimum communication because each team member can function at their best.

RESOURCE: _____

www.dlr-consulting.ca/team.htm

Examples of extenuating circumstances that might warrant 2 interpreters for an assignment that is less than 2 hours long:

- 1) A presentation to a large audience that involves a panel in the front of the room with both deaf and hearing panelists and audience members comprised of both deaf and hearing individuals. This might also be a board meeting with deaf and hearing board members and a mixed audience.
- 2) Deaf blind interpreting, especially tactile usually requires 2 interpreters to switch off at 20-minute intervals to maintain the integrity of the message.
- 3) Highly technical information: e.g. in a rigorous academic discipline such as linguistics where information is highly encoded and requires intense speed and concentration as well as accuracy.
- 4) Trainings workshops and lectures that involve constant talking/signing without normal breaks (as one would see in a casual conversation).. Formal lectures.
- 5) CDI: a deaf language specialist may be needed to work with a hearing interpreter in a variety of specialized settings: courtroom, deaf-blind, with children, deaf consumers from outside the country, non-standard language users, idiosyncratic language users, high visual language users, etc.



The State of Rhode Island
Master Pricing Agreement (MPA) Application Form
Sign Language Interpreter or CART Service Provider

NAME: _____

ADDRESS: _____

TYPE OF SERVICE (circle one): Interpreting Service or CART Service

Hourly Rate:
(Referring to the State Rate Chart) FY20 _____
FY21 _____
FY22 _____
FY23 _____
FY24 _____

**Social Security Number or
Federal Identification Number:** _____

DATE: February 1, 2020 to June 30, 2024

Vendor's Signature: _____

RI CDHH's Authorized Signature: _____

State of Rhode Island and Providence Plantations
Department of Administration
Division of Purchases

RIVIP BIDDER CERTIFICATION COVER FORM

SECTION 1 - BIDDER INFORMATION

Bidder must be registered as a vendor on the RIVIP system at www.purchasing.ri.gov to submit a bid proposal.

Solicitation Number: MPA-358

Solicitation Title: Interpreters - Sign Language and CART Services

5-digit number from online registration. Registration can be completed here: <https://www.purchasing.ri.gov/vendors/VendorLogin.aspx>

RIVIP Vendor ID #: _____

Bidder Name: _____

Address: _____

Telephone: _____

Fax: _____

Contact Name: _____

Contact Title: _____

Contact Email: _____

SECTION 2 - DISCLOSURES

Bidders must respond to every statement. Bid proposals submitted without a complete response may be deemed nonresponsive.

Indicate "Y" (Yes) or "N" (No) for Disclosures 1-4, and if "Yes," provide details below

- _____ 1. State whether the Bidder, or any officer, director, manager, stockholder, member, partner, or other owner or principal of the Bidder or any parent, subsidiary, or affiliate has been subject to suspension or debarment by any federal, state, or municipal governmental authority, or the subject of criminal prosecution, or convicted of a criminal offense within the previous 5 years. If "Yes," provide details below.
- _____ 2. State whether the Bidder, or any officer, director, manager, stockholder, member, partner, or other owner or principal of the Bidder or any parent, subsidiary, or affiliate has had any contracts with a federal, state, or municipal governmental authority terminated for any reason within the previous 5 years. If "Yes," provide details below.
- _____ 3. State whether the Bidder, or any officer, director, manager, stockholder, member, partner, or other owner or principal of the Bidder or any parent, subsidiary, or affiliate has been fined more than \$5000 for violation(s) of any Rhode Island environmental law(s) by the Rhode Island Department of Environmental Management within the previous 5 years. If "Yes," provide details below.
- _____ 4. State whether any officer, director, manager, stockholder, member, partner, or other owner or principal of the Bidder is serving or has served within the past two calendar years as either an appointed or elected official of any state governmental authority or quasi-public corporation, including without limitation, any entity created as a legislative body or public or state agency by the general assembly or constitution of this state.

Disclosure details (continue on additional sheet if necessary):

SECTION 3 - OWNERSHIP DISCLOSURE

Bidders must provide all relevant information. Bid proposals submitted without a complete response may be deemed nonresponsive.

If the Bidder is publicly held, the Bidder may provide owner information about only those stockholders, members, partners, or other owners that hold at least 10% of the record or beneficial equity interests of the Bidder; otherwise, complete ownership disclosure is required.

List each officer, director, manager, stockholder, member, partner, or other owner or principle of the Bidder, and each intermediate parent company and the ultimate parent company of the Bidder. For each individual, provide his or her name, business address, principal occupation, position with the Bidder, and the percentage of ownership, if any, he or she holds in the Bidder, and each intermediate parent company and the ultimate parent company of the bidder.

SECTION 4 - CERTIFICATIONS

Bidders must respond to every statement. Bid proposals submitted without a complete response may be deemed nonresponsive.

Indicate "Y" (Yes) or "N" (No), and if "No," provide details below.

THE BIDDER CERTIFIES THAT:

- 1. The Bidder will immediately disclose, in writing, to the State Purchasing Agent any potential conflict of interest which may occur during the term of any contract awarded pursuant to this solicitation.
- 2. The Bidder possesses all licenses and anyone who will perform any work will possess all licenses required by applicable federal, state, and local law necessary to perform the requirements of any contract awarded pursuant to this solicitation and will maintain all required licenses during the term of any contract awarded pursuant to this solicitation. In the event that any required license shall lapse or be restricted or suspended, the Bidder shall immediately notify the State Purchasing Agent in writing.
- 3. The Bidder will maintain all required insurance during the term of any contract pursuant to this solicitation. In the event that any required insurance shall lapse or be canceled, the Bidder will immediately notify the State Purchasing Agent in writing.
- 4. The Bidder understands that falsification of any information in this bid proposal or failure to notify the State Purchasing Agent of any changes in any disclosures or certifications in this Bidder Certification may be grounds for suspension, debarment, and/or prosecution for fraud.
- 5. The Bidder has not paid and will not pay any bonus, commission, fee, gratuity, or other remuneration to any employee or official of the State of Rhode Island or any subdivision of the State of Rhode Island or other governmental authority for the purpose of obtaining an award of a contract pursuant to this solicitation. The Bidder further certifies that no bonus, commission, fee, gratuity, or other remuneration has been or will be received from any third party or paid to any third party contingent on the award of a contract pursuant to this solicitation.

NOTICE OF DESIGNATION AS INDEPENDENT CONTRACTOR PURSUANT TO RIGL §28-29-17.1

PLEASE READ OTHER SIDE

WARNING

No one can force you to sign this form. When you sign this form you are stating that you are an independent contractor and in the event of injury, are not entitled to workers' compensation benefits.

* (Name)	<input type="text"/>	Soc. Sec. No.	<input type="text"/>
* Business Name	<input type="text"/>	FEIN	<input type="text"/>
	<input type="text"/>	Business License No.	<input type="text"/>
Address	<input type="text"/>	Date of Birth	<input type="text"/>
	<input type="text"/>		

I declare that I am an independent contractor pursuant to RIGL §28-29-17.1 and, therefore, I am not eligible for nor entitled to Workers' Compensation benefits pursuant to Title 28, Chapters 29-38, of the Workers' Compensation Act of the State of Rhode Island for injuries sustained while working as an independent contractor for the hiring entity named below. This designation will remain in effect while performing services for the named hiring entity or until a withdrawal of designation as independent contractor form is filed with the Department of Labor and Training.

* Hiring Entity Name	<input type="text"/>	Soc. Sec. No.	<input type="text"/>
	<input type="text"/>	FEIN	<input type="text"/>
* Address	<input type="text"/>	Business License No.	<input type="text"/>
	<input type="text"/>		

Warning! This form is for purposes of Workers' Compensation only and completion of this form does not mean that you are an Independent Contractor under the rules, regulations or statutes of the Internal Revenue Service or the RI Division of Taxation. Information on this form will be shared within the Dept. of Labor and Training, the RI Division of Taxation and the Internal Revenue Service.

Independent Contractor: _____
Signature Date

A hiring entity that knowingly assists, aids and abets, solicits, conspires with or coerces an employee to misrepresent the employee's status as an independent contractor may be subject to criminal prosecution under RIGL §28-33-17.3.

*** This information is available to the public including the Hiring Entity's Workers' Compensation Insurance Carrier.**

The Department will mail a confirmation of this filing to the independent contractor within five business days. If you have any questions, call 462-8100, option 5.

DWC-11-IC Reverse Side

This is a form DWC11-IC, Designation of Independent Contractor. This means that you have stated that you are an independent contractor NOT an employee and are NOT eligible for Workers' Compensation benefits.

Many factors are considered when determining whether someone is an employee or an independent contractor. Some of those factors are: independent contractors set their own work hours, have their own tools and work when and for whom they choose.

An employer generally does not have to withhold or pay any taxes on payment to independent contractors, such as social security, Medicare, unemployment and Temporary Disability Insurance (TDI).

This form is for purposes of Workers' Compensation, and completion of this form does not mean that you are considered an Independent Contractor under the rules, regulations or statutes of the Internal Revenue Service or the R.I. Division of Taxation.

SHOULD YOU HAVE ANY QUESTIONS ABOUT WHETHER YOU ARE AN INDEPENDENT CONTRACTOR OR AN EMPLOYEE, PLEASE CONTACT THE RI DIVISION OF TAXATION AT (401) 222-3682, OR THE US GOVERNMENT INTERNAL REVENUE SERVICE AT 800-829-1040.

IF YOU FEEL YOU HAVE BEEN COERCED OR FORCED TO SIGN THE INDEPENDENT CONTRACTOR FORM, REPORT THIS TO THE WORKERS' COMPENSATION FRAUD AND COMPLIANCE UNIT AT (401) 462-8100, option 7.

When your work as an independent contractor ends with this employer, complete and return the form titled Notice of Withdrawal of Designation as Independent Contractor, DWC-11-ICR, to the Dept. of Labor and Training, Division of Workers' Compensation.

If you have a question, contact the Division of Workers' Compensation at (401) 462-8100, option 5. For further information, contact the Workers' Compensation Information Line at (401) 462-8100, option 1.