



VCU Procurement Services

Virginia Commonwealth University University Purchasing Contract Summary Sheet

Commodity: Special Accommodations Translation Services	Contract Number: 7677216EC02
Vendor: Caption First	Period / Renewals: 12/08/2021 – 12/07/2022 Zero, One-year option remaining
Address: P.O. Box 3066 Monument, CO 80132	# of Vendors: 4 Payment Terms: Net 30
Contact: Patricia Graves	Accepts Purchasing Card: Yes
Phone: 800 825-5234	Fax: 719 941-9556
E-Mail: Roy.graves@captionfirst.com	Website: www.captionfirst.com

Contract Pricing	Contract Document (Excluding Proprietary Information)	Contract Modifications
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Procurement Process: RFP

Contract Summary: Special Accommodations Translation Services. Services at conferences, conventions, meetings, training sessions and seminars. Transcription, ALS, Cart Captioning Services, Event Notetaking, Written Translation Services.

Shipping Terms: (if applicable)

Cooperative Language: It is the intent of this solicitation and resulting contract(s) to allow for cooperative procurement, at the contractor's discretion. Accordingly, any public body, public or private health or educational institution or lead-issuing institution's affiliated foundations may access any resulting contract(s) if authorized by the contractor.

Note: Please reference the contract number on purchase requisitions, purchase orders, and when contacting the vendor.

VCU Purchase Order #	Contract Type:	SWaM Class	Report SWaM	eVA	Category
P0034252	RFP	WS	Yes	Yes	Services