



VCU Procurement Services

Virginia Commonwealth University University Purchasing Contract Summary Sheet

Commodity: Special Accommodations Translation Services	Contract Number: 7677216EC03
Vendor: HIS Sign, LLC	Period / Renewals: 12/08/2021 – 12/07/2022 Zero one year renewal remaining
Address: 44050 Ashburn Shopping Plaza, Suite 20147 Ashburn, VA 20147	# of Vendors: 4
Contact: Matt Peev	Payment Terms: Net 30
Phone: 202 734-2256	Accepts Purchasing Card: Yes
E-Mail: Matt@HISsign.com	Fax: 703 738-8618
	Website: requestinterpreter@HISsign.com

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

Contract Summary: Special Accommodations Translation Services. Interpretation services at conferences, conventions, meetings, training sessions and seminars. Services to include sign language interpretation for ALS, PSE and SEE, Cart Captioning Services, Event Notetaking, and 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
EP2684340	RFP	WS	Yes	Yes	Services