

RFP2025-27 ON-SITE INTERPRETING AND TRANSLATING SERVICES AND TELEPHONIC INTERPRETING AND/OR TRANSLATING SERVICES FOR A PERIOD OF ONE (1) YEAR FOR THE CITY OF TRENTON MUNICIPAL COURT - VIRTUAL RFP OPENING ON 09/24/2025 AT 11:00AM

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NUMBER OF BIDS SUBMITTED	1
NAME OF PROPOSER	ACCURATE LANGUAGE SERVICES
ADDRESS	501 GRAND AVE, #L-3
CITY, STATE, ZIP	ASBURY PARK, NJ 07712
CONTACT NAME	VICTORIA A. EWING
TELEPHONE	732 898 9144
FAX	866 924 0744
E-MAIL	VICTORIA@ACCURATELANGUAGESERVICES.COM
STATEMENT OF OWNERSHIP DISCLOSURE	INCLUDED
CITY OF TRENTON ACKNOWLEDGMENT OF RECEIPT OF ADDENDA	N/A
NON-COLLUSION AFFIDAVIT	INCLUDED
REQUIRED EVIDENCE AFFIRMATIVE ACTION REGULATIONS	INCLUDED
CERTIFICATION OF NON-DEBARMENT FOR FEDERAL GOVERNMENT CONTRACTS	INCLUDED
CERTIFICATION AND DISCLOSURE OF POLITICAL CONTRIBUTIONS	INCLUDED
AMERICANS WITH DISABILITIES ACT OF 1990	INCLUDED
EQUAL EMPLOYMENT OPPORTUNITY LANGUAGE (EXHIBIT A)	INCLUDED
NJ BUSINESS REGISTRATION CERTIFICATE (PRIOR TO AWARD)	INCLUDED
EIC (EMPLOYEE INFORMATION CERTIFICATE)	CERT#49102 EXP 07/15/2026
DISCLOSURE OF INVESTMENT ACTIVITIES IN IRAN	INCLUDED
CERTIFICATION OF NON-INVOLVEMENT IN PROHIBITED ACTIVITIES IN RUSSIA OR BELARUS	INCLUDED
CITY OF TRENTON RESIDENT EMPLOYMENT POLICY	INCLUDED
CITY OF TRENTON ETHICS COMPLAINT DISCLOSURE	INCLUDED
OVER THE PHONE & VIDEO REMOTE INTERPRETING RATES	SEE ATTACHED
IN-PERSON INTERPRETING RATES	SEE ATTACHED
60-DAY EXTENSION COMPLIANCE	YES
COMPLIANCE WITH EMERGENCY SERVICES EXCEPTIONS	NONE
THREE (3) REFERENCES	INCLUDED
FATAL FLAW	NONE

2025-2027 In-Person Interpreting Rates – Trenton Municipal Court

Language	Rate per Hour
Spanish	\$95.00
Chinese: Mandarin / Cantonese	\$125.00
French	\$125.00
Italian	\$125.00
Portuguese	\$125.00
Arabic	\$140.00
Bengali/Gujarati/Hindi/Punjabi/Urdu	\$140.00
Creole	\$140.00
German	\$140.00
Hebrew	\$140.00
Greek	\$140.00
Hebrew	\$140.00
Hungarian	\$140.00
Korean	\$140.00
Polish	\$140.00
Romanian	\$140.00
Russian	\$140.00
Turkish	\$140.00
Ukrainian	\$140.00
Vietnamese	\$140.00
American Sign Language	\$165.00
Other Exotic Languages	quoted upon request

* This is not an all-language list, please contact ALS for other languages and for Document Translations and Telephone & Video Interpreting Rates.

** Discounts offered for assignments over 8 hours and long-term assignments.

*** Rates are subject to change. Mileage rate is determined by the IRS.

September 24, 2025

Fine Print and Additional Fees

All languages are billed at a two-hour minimum, except for American Sign Language (Legal) which is billed at a three (3) hour minimum.

Travel fees

Spanish: \$0.70/ mile + tolls and parking as incurred.

All other languages, including American Sign Language: \$25/hr travel time + \$0.70/ mile + tolls and parking as incurred.

Other fees

An additional fee of \$20/hr. may be incurred for services provided outside of normal business hours, (after 6pm and before 8am), weekends, and holidays and for rush/emergency requests. For American Sign Language the additional fee is \$25/hr.

Rush/emergency requests are within 12 hours of the assignment.

Cancellation Policy

Advanced cancellation notice of 24 hours or more: No Charge.

Less than 24 hours' notice: Full amount of interpreting fee will be charged plus travel, if applicable.

American Sign Language cancellation requirement: Two (2) full business days (48 hours) from the day of the assignment.

To Schedule an Interpreter

We are available 24/7/365

Phone: **732-898-9144**

E-mail: admin@accuratelanguageservices.com

Fax: **866-924-0744**

Website: www.accuratelanguageservices.com

Portal: <https://accuratelanguage.interpretmanager.com>

2025-2027 Over the Phone & Video Remote Interpreting Rates
Pre-Scheduled & On-Demand
City of Trenton Municipal Court

Pre-Scheduled Over the Phone Interpreting Scheduled via Accurate's Office (per minute rate)	
Spanish	\$1.75
Other Languages	\$2.50
Pre-Scheduled Video Remote Interpreting Scheduled via Accurate's Office using Zoom, Google Meet, etc. (per minute rate)	
Spanish	\$2.00
Other Languages	\$2.50
American Sign Language - Legal	\$5.50
* Pre-scheduled phone and video calls have a 60-minute minimum & are billed in 30-minute increments thereafter. * 24-hour cancellation policy for spoken languages. * 48-hour cancellation policy for ASL. * Additional fee may apply for off-business hours (before 8am & after 6pm), weekends/holidays, and for rush/emergency requests. * Certain languages may be subject to a 2-hour minimum.	

To Pre-Schedule an Interpreter
Phone: 732-898-9144, ext. #1 E-mail: admin@accuratelanguageservices.com Fax: 866-924-0744 Online Portal: http://accuratelanguage.interpretmanager.com

This is not an all-service list, please contact ALS for on-site interpreting and document translation services

On-Demand Over the Phone Interpreting (per minute rate)	
Language Category A: Spanish	\$1.25
Language Category B: Arabic, Burmese, Chinese (Cantonese & Mandarin) French, Haitian Creole, Italian, Korean, Russian, Somali & Vietnamese	\$1.75
Language Category C: All other languages	\$2.25
On-Demand Video Interpreting (per minute rate)	
Language Category A: Spanish	\$1.75
All Languages Listed (Category B)	\$2.00
American Sign Language (Legal)	\$4.50
* All on-demand calls have a 15-minute minimum & are billed in 15-minute increments thereafter. * Conference calls/video are an additional \$.30 per minute. * Calls longer than one (1) hour and calls that require a specialized skill set (Court) or a rare language should be pre-scheduled. * See our Brochure for our list of supported languages. * All rates and minimums are subject to change.	

To Access On-Demand Interpreters via Interpret Manager Platform
Landline Telephone: toll free number and access code. Online Portal: http://accuratelanguage.interpretmanager.com App: on your smart device, phone or tablet.