



**Delaware County Board of
Developmental Disabilities**

Interpreter Services

#22-09-11

Request for Expressions of Interest (ROI)

Issue Date: 10.5.2022
Submission Deadline: 11.18.2022

During the September 8, 2022 meeting, the Board members of the Delaware County Board of Developmental Disabilities (DCBDD) approved DCBDD's plan to shift Interpreter Services from a Direct Service contract to a contract that is guided by the Request of Interest process, effective January 1, 2023.

In accordance with this new direction, DCBDD will be accepting informal Requests of Interest (ROI) for Interpreter Services.

To be considered for the contract, applicants must be willing to support individuals who live throughout Delaware County.

Applicants are asked to submit the following:

1. Organization History (*1 page maximum*)
 - a. A brief history of the organization including years of operation
 - b. Describe the organization's current programs and services
 - c. Describe the level of experience providing interpreting services
 - d. Provide information on any relevant impact statistics

2. Statement of Interest and Experience (*2 pages maximum*)
 - a. Why is the organization interested in the project?
 - b. What is the organization's experience working on a similar project?
 - c. How is the organization service(s) or practice(s) relevant to the project?
 - d. A listing of the languages for which interpreting services can be provided (languages of particular need to DCBDD include American Sign Language, Amharic, Bengali, Cantonese, Egyptian Arabic, Hindi, Gujarati, Magahi, Malaysian, Mandarin, Nepali, Northern Uzbek, Portuguese, Russian, Somali, Spanish, Tamil, Telugu, Turkish, Ukrainian, Uzbek, Vietnamese)

3. A copy of bonding and/or insurance policy

Interested organizations are asked to submit the required documents as listed above to jennifer.bianchi@dcbdd.org no later than 3:00 p.m. on November 18, 2022.

Thank you for your interest in supporting the people of Delaware County.