

Standard Contract

UCPUMW 26-2087

Sign Language Interpreting Services

This contract, between Deaf Services Unlimited, hereinafter called the “Contractor”, and the Commonwealth of Virginia, University of Mary Washington, called the “University” or “UMW”, shall become effective upon June 1, 2026.

WITNESSETH that the Contractor and the University, in consideration of the mutual covenants, promises and agreements contained herein, agree as follows:

PERIOD OF CONTRACT: June 1, 2026 – May 31, 2027 with Five (5) one-year renewal options.

CONTRACT DOCUMENTS: The contract shall consist of the following documents *in order of precedence*, all of which are incorporated herein by reference, and constitute the “contract documents”:

1. This signed Contract;
2. Any addenda and the original solicitation, RFP # 26-2087, dated February 2, 2026, to include:
 - a. The Statement of Needs
 - b. The General Terms and Conditions
 - c. The Special Terms and Conditions;
3. The Contractor’s proposal dated February 26, 2026 including all attachments

Any contractual claims shall be submitted in accordance with the contractual dispute procedures set forth in the Commonwealth of Virginia Purchasing Manual for Institutions of Higher Education and their Vendors.

I. SCOPE OF SERVICES: The Contractor agrees to provide the following services:

- A. The Contractor shall provide professional Sign Language Interpreting and related communication access services on an as-needed basis to support University-sponsored activities. Services may be required for academic instruction, administrative and employment-related activities, student services, meetings, trainings, and public-facing events. The Contractor, at minimum, must have the ability to provide and/or perform the following:
 1. Provide interpreters proficient in American Sign Language (ASL) who can accurately interpret specialized academic content, including complex terminology (e.g., STEM and other technical subject matter), and who can develop or adapt signs as needed for course-specific concepts. Services may be required for undergraduate, graduate, and professional curricula and may occur in classrooms, labs, clinical/practicum environments, tutoring sessions, advising meetings, events, conferences, and other University-sponsored programs, and related academic contexts. Academic schedules and related information will be provided through a designated University point of contact.
 2. Provide interpreting services for deaf and hard-of-hearing individuals participating in University activities, including students, employees (faculty and staff), invited guests, and community members, as applicable to the assignment.

3. Provide qualified interpreters who are able to demonstrate proficiency in language and vocabulary appropriate for undergraduate, graduate, and professional curricula, across both academic and non-academic settings, as requested.
4. Provide interpreters familiar with and able to perform services in accordance with the [Americans with Disabilities Act \(ADA\)](#) and other applicable accessibility requirements, as relevant to the services provided under this Contract.
5. Provide interpreters qualified to perform in academic, administrative, and event settings who meet one or more of the following (or equivalent) qualifications:
 - a. Certification: Currently holds one or more of the following:
 - i. Level 3 or better Registry of Interpreters for the Deaf (RID) or National Association of the Deaf (NAD) valid certification.
 - ii. State of Virginia or equivalent Quality Assurance Screening (VQAS), Level III or better.
 - b. Service Capabilities: Ability to provide:
 - i. Services for individuals who use Signed English and/or Cued Speech;
 - ii. Services to individuals who are deaf/blind.
 - iii. Oral transliterating services.
 - iv. Scheduling flexibility for services that occur outside normal business hours.
 - c. Cultural Competency: Have experience and exposure to both academic and non-academic environments that include deaf and hearing participants.
6. Provide interpreting services for University-sponsored events, including but not limited to commencement, honor/awards ceremonies (e.g., Honor Convocation), lectures, conferences, performances, employee events (e.g., Employee Appreciation), and other programs open to the campus community and/or the public.
7. Provide qualified substitute interpreters as needed. If a contracted interpreter is unavailable, it is the Contractor's responsibility to secure a substitute who meets all certification and qualification requirements of this Contract. Interpreters shall arrive on time for all services. The Contractor shall notify the appropriate University point of contact as soon as possible if an interpreter will be late or absent and a substitute cannot be secured. If an interpreter is more than twenty (20) minutes late and the service is cancelled as a result, the Contractor shall not bill for that service.
8. Provide sufficient staffing capacity to assign multiple interpreters for a student when required to ensure effective communication during class time and any required activities outside of class. For testing situations, only one interpreter is required unless otherwise requested by the student. Interpreters must coordinate in advance with the student and/or professor regarding test-day needs. Interpreters are also required to request the course syllabus at the beginning of each class in order to plan for tests, extended sessions, and other activities that may require adjustments to staffing levels.
9. Maintain the ability, when feasible, to support short-notice needs, including emergency meetings or urgent events that arise outside normal scheduling patterns.
10. Maintain regular communication, as applicable, with instructors, presenters, advisors, organizers, or designated University contacts to remain informed of upcoming services and participant needs.

11. Interpreters are encouraged to prepare for assignments by reviewing relevant materials, agendas, presentations, or instructional content. Prep time may include reviewing course materials, presentations, or meeting briefly with participants in advance to establish appropriate signs for specialized terms or concepts. Interpreters can bill the university for up to three hours of prep time per week.
12. Interpreters shall not bill for cancellations when provided at least 24 hours' notice by the University. For academic classes, announcements made in class regarding a cancellation shall be considered 24 hours' notice. For daily or regularly occurring sessions, notification received the day prior is considered 24 hours' notice.

A syllabus, agenda, event schedule, or similar planning document will be provided to the interpreter by the requesting University department or event organizer. Any dates, sessions, or portions of an assignment identified in such documents in advance as "no class," "not meeting," "not scheduled," "break," or otherwise not occurring shall be considered adequate notice and are not billable as cancellations.

If 24 hours' notice is not possible, the interpreter/Contractor may bill the University for the scheduled service. Interpreters shall wait an appropriate amount of time for the participant(s) to arrive: generally 15 minutes for services lasting up to 90 minutes and 30 minutes for services longer than 90 minutes.

Interpreters shall report participant no-shows and any related concerns to the appropriate University contact. Interpreters may bill the University for participant no-shows.

13. Interpreters shall maintain professional boundaries while performing services and shall refrain from engaging in conversations unrelated to the assignment during instructional sessions, meetings, or events. The Contractor and interpreters shall not discuss financial or contractual matters with participants, faculty, staff, or event attendees and shall direct such inquiries to the designated University office.
14. The Contractor shall monitor the official University operating status, academic calendar, and any announced closures, delayed openings, class cancellations, or emergency conditions. Contractors shall monitor official University operating status updates posted on the [University website](#). The Contractor is responsible for communicating such information promptly to all assigned interpreters. Failure of an interpreter to appear due to lack of Contractor communication shall be considered a Contractor responsibility and shall not be billable to the University. The Contractor must ensure that interpreters comply with all University operating-status announcements and schedule changes.
15. In the event of hazardous weather or emergency conditions, interpreters shall follow official University closure announcements. If weather appears hazardous, interpreters should refer to the [University website](#) for closure information; closure information may also be available via local television and radio stations. Interpreters may also enroll in the [University campus alert system](#) and should ensure their enrollment is active each semester.

PRICING: Pricing information is detailed in Attachment A.

CONTRACT ADMINISTRATION: The Director of Compliance / ADA Coordinator, or designee, shall be identified by the University as the Contract Administrator and shall use all powers under the contract to enforce its faithfulness and performance in conjunction with the University's Procurement Services department.

GENERAL TERMS AND CONDITIONS:

- A. **ANTI-DISCRIMINATION:** By submitting their bids or proposals, bidders or offerors certify to the Commonwealth that they will conform to the provisions of the Federal Civil Rights Act of 1964, as amended, as well as the Virginia Fair Employment Contracting Act of 1975, as amended, where applicable, the Virginians With Disabilities Act, the Americans With Disabilities Act and § 10 of the Rules Governing Procurement, Chapter 2, Exhibit J, Attachment 1, available for review on the UMW Procurement Services website. If the award is made to a faith-based organization, the organization shall not discriminate against any recipient of goods, services, or disbursements made pursuant to the contract on the basis of the recipient's religion, religious belief, refusal to participate in a religious practice, or on the basis of race, age, color, gender or national origin and shall be subject to the same rules as other organizations that contract with public bodies to account for the use of the funds provided; however, if the faith-based organization segregates public funds into separate accounts, only the accounts and programs funded with public funds shall be subject to audit by the public body. (§6 of the Rules Governing Procurement).

In every contract over \$10,000, provisions 1. and 2. below apply:

1. During the performance of this contract, the contractor agrees as follows:
 - a. The contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
 - b. The contractor, in all solicitations or advertisements for employees placed by or on behalf of the contractor, will state that such contractor is an equal opportunity employer.
 - c. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting these requirements. If the contractor employs more than five employees, the contractor shall:
 - i. provide annual training on the contractor's sexual harassment policy to all supervisors and employees providing services in the Commonwealth, except such supervisors or employees that are required to complete sexual harassment training provided by the Department of Human Resource Management, and
 - ii. post the contractor's sexual harassment policy in (a) a conspicuous public place in each building located in the Commonwealth that the contractor owns or leases for business purposes and (b) the contractor's employee handbook.
2. The contractor will include the provisions of 1. above in every subcontract or purchase order over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

- B. **APPLICABLE LAWS AND COURTS:** This solicitation and any resulting contract shall be governed in all respects by the laws of the Commonwealth of Virginia and any litigation with respect thereto shall be brought in the courts of the Commonwealth. The contractor shall comply with all applicable federal, state and local laws, rules and regulations.
- C. **ASSIGNMENT OF CONTRACT:** A contract shall not be assignable by the contractor in whole or in part without the written consent of the Commonwealth.

- D. **AUDIT:** The Contractor hereby agrees to retain all books, records, and other documents relative to this contract for at least five (5) years after final payment, or until audited by the Commonwealth of Virginia, whichever is sooner. The Agency, its authorized agents, and/or State auditors shall have full access to, and the right to examine any of said materials during said period.
- E. **ETHICS IN PUBLIC CONTRACTING:** By submitting their bids or proposals, bidders or offerors certify that their bids or proposals are made without collusion or fraud and that they have not offered or received any kickbacks or inducements from any other bidder or offeror, supplier, manufacturer or subcontractor in connection with their bid or proposal, and that they have not conferred with any public employee having official responsibility for this procurement transaction any payment, loan, subscription, advance, deposit of money, services or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value was exchanged.
- F. **eVA BUSINESS-TO-GOVERNMENT VENDOR REGISTRATION, CONTRACTS, AND ORDERS:** The eVA Internet electronic procurement solution, website portal, streamlines and automates government purchasing activities in the Commonwealth. The eVA portal is the gateway for vendors to conduct business with state agencies and public bodies. All vendors desiring to provide goods and/or services to the Commonwealth shall participate in the eVA Internet eProcurement solution by completing the free eVA Vendor Registration. All bidders or offerors must register in eVA and pay the Vendor Transaction Fees specified below; failure to register will result in the bid/proposal being rejected.
- Vendor transaction fees are determined by the date the original purchase order is issued and the current fees are as follows:
1. Effective July 1, 2014, the Vendor Transaction Fees are:
 - i. DSBSD-certified Small Businesses: 1%, capped at \$500 per order.
 - ii. Businesses that are not DSBSD-certified Small Businesses: 1%, capped at \$1,500 per order. The specified vendor transaction fee will be invoiced, by the Commonwealth of Virginia Department of General Services, approximately 30 days after the corresponding purchase order is issued and payable 30 days after the invoice date. Any adjustments (increases/decreases) will be handled through purchase order changes.
- G. **IMMIGRATION REFORM AND CONTROL ACT OF 1986:** By entering into a written contract with the Commonwealth of Virginia, the Contractor certifies that the Contractor does not, and shall not during the performance of the contract for goods and services in the Commonwealth, knowingly employ an unauthorized alien as defined in the federal Immigration Reform and Control Act of 1986.
- H. **NONDISCRIMINATION OF CONTRACTORS:** A bidder, offeror, or contractor shall not be discriminated against in the solicitation or award of this contract because of race, religion, color, sex, national origin, age, disability, faith-based organizational status, any other basis prohibited by state law relating to discrimination in employment or because the bidder or offeror employs ex-offenders unless the state agency, department or institution has made a written determination that employing ex-offenders on the specific contract is not in its best interest. If the award of this contract is made to a faith-based organization and an individual, who applies for or receives goods, services, or disbursements provided pursuant to this contract objects to the religious character of the faith-based organization from which the individual receives or would receive the goods, services, or disbursements, the public body shall offer the individual, within a reasonable period of time after the date of his objection, access to equivalent goods, services, or disbursements from an alternative provider.

- I. **PRECEDENCE OF TERMS:** These Mandatory General Terms and Conditions and the Commonwealth of Virginia Procurement Manual for Institutions of Higher Education and their Vendors, shall apply in all instances. In the event there is a conflict between any of the other General Terms and Conditions and any Special Terms and Conditions in this solicitation, the Special Terms and Conditions shall apply.
- J. **PRICE CURRENCY:** Unless stated otherwise in the solicitation, bidders or offerors shall state bid or offer prices in US dollars.

SPECIAL TERMS AND CONDITIONS:

- A. **ANTITRUST:** By entering into a contract, the contractor conveys, sells, assigns, and transfers to the Commonwealth of Virginia all rights, title and interest in and to all causes of action it may now have or hereafter acquire under the antitrust laws of the United States and the Commonwealth of Virginia, relating to the particular goods or services purchased or acquired by the Commonwealth of Virginia under said contract.
- B. **COOPERATIVE PROCUREMENT/ADDITIONAL USERS - USE OF AGREEMENT BY THIRD PARTIES:** It is the intent of this solicitation and resulting contract(s) to allow for cooperative procurement. Accordingly, any public body (to include government/state agencies, political subdivisions, etc.), cooperative purchasing organizations, public or private health or educational institutions, or any University affiliated agency and/or corporation may access any resulting contract if authorized by the Contractor.

Participation in this cooperative procurement is strictly voluntary. If authorized by the Contractor(s), the resultant contract(s) will be extended to the entities indicated above to purchase goods and services in accordance with contract terms. As a separate contractual relationship, the participating entity will place its own orders directly with the contractor(s) and shall fully and independently administer its use of the contract(s) to include contractual disputes, invoicing and payments without direct administration from the University. No modification of this contract or execution of a separate agreement is required to participate; however, the participating entity and the contractor may modify the terms and conditions of this contract to accommodate specific governing laws, regulations, policies, and business goals required by the participating entity. Any such modification will apply solely between the participating entity and the Contractor.

The Contractor will notify the University in writing of any such entities accessing this Contract. The Contractor will provide semi-annual usage reports for all entities accessing the Contract. The Contractor should consider an offer of special tiered pricing or rebates to all entities accessing the contract, based on the results of such reporting. This tiered pricing and/or rebate structure should be included with the Offeror's bid or proposal package. The University shall not be held liable for any costs or damages incurred by any other participating entity as a result of any authorization by the Contractor to extend the Contract. It is understood and agreed that the University is not responsible for the acts or omissions of any entity, and will not be considered in default of the Contract no matter the circumstances.

Use of this Agreement does not preclude any participating entity from using other agreements or competitive processes.

- C. **CANCELLATION OF CONTRACT:** The University reserves the right to cancel and terminate any resulting contract, in part or in whole, without penalty, upon 60 days written notice to the contractor. In the event the initial contract period is for more than 12 months, the resulting contract may be terminated by either party, without penalty, after the initial 12 months of the contract period upon 60 days written notice to the other party. Any contract cancellation notice shall not relieve the contractor of the obligation to deliver and/or perform on all outstanding orders issued prior to the effective date of cancellation.

- D. **AVAILABILITY OF FUNDS/FISCAL YEAR PROCESSING:** The University of Mary Washington's fiscal year is July 1st through June 30th. Payment cannot be made for multiple fiscal years in advance of services. It is understood and agreed between the parties herein that the agency shall be bound hereunder only to the extent of the funds available or which may hereafter become available for the purpose of this agreement.
- E. **CHANGES TO THE CONTRACT:** Changes can be made to the contract in any of the following ways:
1. The parties may agree in writing to modify the scope of the contract. An increase or decrease in the price of the contract resulting from such modification shall be agreed to by the parties as a part of their written agreement to modify the scope of the contract.
 2. The University may order changes within the general scope of the contract at any time by written notice to the contractor. Changes within the scope of the contract include, but are not limited to, things such as services to be performed, the method of packing or shipment, and the place of delivery or installation. The contractor shall comply with the notice upon receipt. The contractor shall be compensated for any additional costs incurred as the result of such order and shall give the University a credit for any savings. Said compensation shall be determined by one of the following methods:
 - i. By mutual agreement between the parties in writing; or
 - ii. By agreeing upon a unit price or using a unit price set forth in the contract, if the work to be done can be expressed in units, and the contractor accounts for the number of units of work performed, subject to the University's right to audit the contractor's records and/or to determine the correct number of units independently; or
 - iii. By ordering the contractor to proceed with the work and keep a record of all costs incurred and savings realized. A markup for overhead and profit may be allowed if provided by the contract. The same markup shall be used for determining a decrease in price as the result of savings realized. The contractor shall present the University with all vouchers and records of expenses incurred and savings realized. The University shall have the right to audit the records of the contractor as it deems necessary to determine costs or savings. Any claim for an adjustment in price under this provision must be asserted by written notice to the University within thirty (30) days from the date of receipt of the written order from the University. If the parties fail to agree on an amount of adjustment, the question of an increase or decrease in the contract price or time for performance shall be resolved in accordance with the procedures for resolving disputes provided by the Disputes Clause of this contract or, if there is none, in accordance with the disputes provisions of the Commonwealth of Virginia Manual for Institutions of Higher Education and Their Vendors. Neither the existence of a claim nor a dispute resolution process, litigation or any other provision of this contract shall excuse the contractor from promptly complying with the changes ordered by the University or with the performance of the contract generally.
- F. **CONTROLLING VERSION:** The PDF version of the solicitation and any addenda issued by University of Mary Washington Procurement Services is the mandatory controlling version of the document. Any modification and/or additions to the solicitation by the Offeror shall not modify the official version of the solicitation issued by UMW Procurement Services unless accepted in writing by the University. Such modifications or additions to the solicitation by the Offeror may be cause for rejection of the proposal; however, UMW reserves the right to decide, on a case by case basis, in its sole discretion, whether to reject such a proposal. If the modifications or additions are not identified until after the award of the contract, the controlling version of the solicitation document shall still be the official state form (PDF) issued by UMW Procurement Services.

- G. **CONFIDENTIALITY OF PERSONALLY IDENTIFIABLE INFORMATION:** The contractor assures that information and data obtained as to personal facts and circumstances related to faculty, staff, students or others will be collected and held confidential, during and following the term of this agreement, and will not be divulged without the individual's and the University's written consent and only in accordance with federal law or the Code of Virginia. Contractors who utilize, access, or store personally identifiable information as part of the performance of a contract are required to safeguard this information and immediately notify the University of any breach or suspected breach in the security of such information. Contractors shall allow the agency to both participate in the investigation of incidents and exercise control over decisions regarding external reporting. Contractors and their employees working on this project may be required to sign a confidentiality statement.
- H. **DEBARMENT STATUS:** By participating in this procurement, the vendor certifies that they are not currently debarred by the Commonwealth of Virginia or any affiliated agency from submitting a response for the type of goods and/or services covered by this solicitation. Vendor further certifies that they are not debarred from filling any order or accepting any resulting order, or that they are an agent of any person or entity that is currently debarred by the Commonwealth of Virginia. If a vendor is created or used for the purpose of circumventing a debarment decision against another vendor, the non-debarred vendor will be debarred for the same time period as the debarred vendor.
- I. **DEFAULT:** In case of failure to deliver goods or services in accordance with the contract terms and conditions, the Commonwealth, after due oral or written notice, may procure them from other sources and hold the contractor responsible for any resulting additional purchase and administrative costs. This remedy shall be in addition to any other remedies which the Commonwealth may have.
- J. **DRUG-FREE WORKPLACE:** During the performance of this contract, the contractor agrees to (i) provide a drug free workplace for the contractor's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of the contractor that the contractor maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

For the purposes of this section, "drug-free workplace" means a site for the performance of work done in connection with a specific contract awarded to a contractor, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the contract.

- K. **EXTRA CHARGES PROHIBITED:** The bid or proposal price shall be complete; and shall include all applicable freight and any other charges; extra charges invoked by the Contractor shall not be honored or paid. These charges, for example, shall include but not be limited to fees invoked by the vendor for the use of the credit card for payment of invoices, or any order-associated eVA fees.
- L. **FORCE MAJEURE:** Neither party to this Agreement shall be held responsible for delay in delivery or default of delivery caused by fire, riot, acts of God and/or war which is beyond that party's reasonable control. The party

(the “affected party”) who believes it is prevented from carrying out its obligations under this provision shall give immediate written notice in accordance with the Notices provision of this Agreement to the other party.

M. **NON-ACCEPTANCE OF VENDOR TERMS:** The University shall not be bound by any additional or different terms and conditions issued by the Contractor in connection with a specific trip, booking, reservation, invoice, itinerary, online portal, or any other transaction. Any such terms, including but not limited to click-through agreements, booking confirmations, or standard business terms, shall be of no force or effect unless expressly agreed to in a formal written amendment executed by both parties. Performance by the University shall not constitute acceptance of any Contractor-issued terms.

N. **DIGITAL ACCESSIBILITY REQUIREMENTS:** The Contractor shall ensure that all information technology, digital content, documents, electronic communications, and related materials provided under this Contract comply with the nonvisual access requirements of the Information Technology Access Act, §§ 2.2 3500 through 2.2 3504 of the Code of Virginia, and with Section 508 of the Rehabilitation Act (29 U.S.C. § 794d), as amended.

All Technology provided under this Contract shall:

1. Provide effective, interactive control and use through nonvisual means;
2. Be compatible with assistive technologies used by individuals who are blind or visually impaired;
3. Integrate nonvisual access into any networks used to share information or communication; and
4. Provide equivalent access to telecommunications and network services.

Upon request, the Contractor shall provide documentation demonstrating compliance with these requirements and shall promptly correct any identified accessibility barriers at no additional cost to the University.

O. **INDEPENDENT CONTRACTOR RELATIONSHIP:** In performing any and all of the services to be provided under this contract, the Contractor shall at all times and for all purposes be and remain an independent contractor. In no case and under no circumstances shall the Contractor or any of its employees, including but not limited to those of its employees actually performing any of the services, have authority to make any representations or commitments on behalf of the University or be considered the agent of the University for any purpose whatsoever. No persons engaged by the Contractor in connection with the provision of Services shall be considered employees of the University. As between the parties, the Contractor shall be responsible for hiring, supervising, training and instructing those individuals performing the services and shall pay any required state and federal taxes on behalf of such persons and provide them with any legally required employee benefits.

P. **NON-EXCLUSIVE CONTRACT:** Nothing herein is intended nor shall be construed as creating any exclusive arrangement with the Contractor. The contract shall not restrict UMW from acquiring similar, equal or like goods and/or services from other sources.

Q. **NOTICES:** Any official legal notice, demand, request, consent, approval or communication required by this Agreement to be provided in writing by either party, shall be addressed to the University or Contractor at their respective addresses entered below. These notices shall be sent via certified mail, return receipt requested, and shall be considered by the sender received within five (5) days of delivery to the U.S. Postal Service, or via the stamped evidence of delivery, whichever occurs first. Any unofficial notices or communications may be sent via electronic mail.

If to the University:
Attn: Procurement Services
1301 College Avenue
Fredericksburg, VA 22401

If to the Contractor:
Attn: Deaf Services Unlimited
6925 Hickman Road
Des Moines, IA 50322

- R. **PROCUREMENT MANUAL:** This contract is subject to the provisions of the Commonwealth of Virginia Procurement Manual for Institutions of Higher Education and their Vendor's and any revisions thereto, which are hereby incorporated into this contract in their entirety. The manual may be viewed at the VASCUPP website.
- S. **RECYCLING POLICY:** It shall be the policy of the University of Mary Washington to support and encourage conservation and recycling efforts by vendors, students, faculty and staff, where possible.
- T. **RENEWAL OF CONTRACT:** This contract may be renewed by the University upon written agreement of both parties for Five (5), one-year renewal periods, under the terms of the current contract, and at a reasonable time (approximately 90 days) prior to the expiration. Only at the time of renewal may prices be negotiated for the upcoming term.
- U. **SEVERABILITY:** If any term or provision of this Agreement is found by a court of competent jurisdiction to be invalid, illegal or otherwise unenforceable, the same shall not affect the other terms or provisions hereof or the whole of this Agreement, but such term or provision shall be deemed modified to the extent necessary in the court's opinion to render such term or provision enforceable, and the rights and obligations of the parties shall be construed and enforced accordingly, preserving to the fullest permissible extent the intent and agreements of the parties herein set forth.
- V. **TAXES:** Sales to the Commonwealth of Virginia are normally exempt from State sales tax. State sales and use tax certificates of exemption, Form ST-12, will be issued upon request. Deliveries against this contract shall usually be free of Federal excise and transportation taxes. The Commonwealth's excise tax exemption registration number is 54-73-0076K.
- W. **TITLE IX:** Educational institutions that receive federal financial assistance are covered by Title IX of the Education Amendments of 1972. In compliance with Title IX, the University of Mary Washington prohibits discrimination in employment as well as in all programs and activities on the basis of sex. [The University of Mary Washington's Policy on Sexual and Gender Based Harassment and Other Forms of Interpersonal Violence](#) can be found on the UMW Website.
- X. **INSURANCE:** The Contractor shall maintain the following insurance coverage during the term of the Contract: For construction contracts, if any subcontractors are involved, the subcontractor will have workers' compensation insurance in accordance with §25 of the Rules Governing Procurement – Chapter 2, Exhibit J, Attachment 1, and 65.2-800 et seq. of the Code of Virginia. The bidder or Offeror further certifies that the contractor and any subcontractors will maintain these insurance coverages during the entire term of the contract and that all insurance coverage will be provided by insurance companies authorized to sell insurance in Virginia by the Virginia State Corporation Commission.

Y. MINIMUM INSURANCE COVERAGES AND LIMITS REQUIRED FOR MOST CONTRACTS:

- i. Workers' Compensation - Statutory requirements and benefits. Coverage is compulsory for employers of three or more employees, to include the employer. Contractors who fail to notify the Commonwealth of increases in the number of employees that change their workers' compensation requirements under the Code of Virginia during the course of the contract shall be in noncompliance with the contract.
- ii. Employer's Liability - \$100,000.
- iii. Commercial General Liability - \$1,000,000 per occurrence and \$2,000,000 in the aggregate. Commercial General Liability is to include bodily injury and property damage, personal injury and advertising injury, products and completed operations coverage. The Commonwealth of Virginia must be named as an additional insured and so endorsed on the policy.
- iv. Automobile Liability - \$1,000,000 combined single limit. Required only if a motor vehicle not owned by the Commonwealth is to be used in the contract. Contractor must assure that the required coverage is maintained by the Contractor (or third-party owner of such motor vehicle).

METHOD OF PAYMENT/PAYMENT TERMS: The contractor shall be paid using one of the following methods for all University initiated procurements:

1. University Charge Card: At the time of verified receipt of goods or services, if the Contractor accepts credit cards in payment, the University will authorize payment by UMW charge card, currently through the Bank of America Visa. Any "Check-out fees" imposed by the contractor must be disclosed prior to the purchase. No check-out fee or surcharge may be greater than 3% of the total sale, effective 4/15/2023. The University expects that these costs, as well as all contractor business expenses will be built into the contractor's quoted price.
2. Virtual Payables through Bank of America: All payments under Virtual Payables will have a net 16 payment term.
3. Check or ACH: Payment will be made (in accordance with the terms of the contract / detail here, or) 30 days after satisfactory performance of the contract in all provisions thereof and upon receipt of a properly completed invoice, whichever is later; in accordance with Chapter 43, VPPA, Article 4, Code of Virginia.

To be considered eligible for payment, all physical invoices must be received at the address below and should reference the eVA purchase order and UMW contract numbers as applicable. All electronic invoices must be sent to invoices@mail.umw.edu. *The University will not be responsible for late payment or nonpayment of invoices not received directly by Accounts Payable at this email address or at the mailing address indicated (below).*

UNIVERSITY OF MARY WASHINGTON
Attn: ACCOUNTS PAYABLE
1301 COLLEGE AVENUE
FREDERICKSBURG, VA 22401

Note: This public body does not discriminate against faith-based organizations in accordance with the *Governing Rules §36* or against a bidder or offeror because of race, religion, color, sex, national origin, age, disability, or any basis prohibited by state law relating to discrimination in employment.

In witness, whereof, the parties have caused this Contract to be duly executed intending to be bound thereby.

DEAF SERVICES UNLIMITED

UNIVERSITY OF MARY WASHINGTON

Signature: 

Signature: _____

Printed Name: Tiffany Wilber

Printed Name: Melva A. H. Kishpaugh

Title: President

Title: Director, Procurement Services

Date: April 27, 2026

Date: April 28, 2026

Phone: 800-930-2580

Email: tiffany@deafservicesunlimited.com

ATTACHMENT A - PRICING SCHEDULE

Fill in and submit the following pricing table based on your rate per hour for the services listed below.

Description	Rate/Hour
In-Person Sign Language Interpretation (English to ASL) – Levels III and Higher	\$ 115.00
In-Person Cued Speech Translation	\$ 115.00
Fees for Cancellations (given less than 24hrs/not on course syllabus)	\$ 115.00
Other Fees*	\$ N/A
Average Hourly Rate	\$ \$115.00

**disclose all other potential additional costs*

ISSUE DATE: February 2, 2026

RFP NUMBER & TITLE: RFP 26-2087 - Sign Language Interpreting Services
Tuesday, March 3, 2026 – 2:00 PM EST

PROPOSAL DUE DATE & TIME: **NOTE: Proposals received after the due date and time, as determined by the electronic time stamp generated by the eVA system, cannot be accepted.**

PROPOSAL SUBMISSION: Proposals shall be submitted electronically via the Commonwealth of Virginia's eVA system in accordance with the instructions provided in this solicitation.
Reference RFP 26-2087

WORK LOCATION: ☒ All Campuses ☐ Fredericksburg ☐ Stafford ☐ Dahlgren

COMMODITY CODE(S): 96146, 96167

PRE-PROPOSAL CONFERENCE: ☐ Optional ☐ Mandatory ☒ N/A

CONTRACT OFFICER: Jennifer Buist **EMAIL:** jbuist@umw.edu

PERIOD OF CONTRACT: Date of Award through one year, with five (5), one (1) year renewals or as negotiated.

SEALED REQUEST FOR PROPOSAL (RFP)

In compliance with this Sealed Request for Proposal (RFP) and to all the conditions imposed therein, and hereby incorporated by reference, the undersigned firm offers and agrees to furnish the goods/services in accordance with attached signed proposal or as mutually agreed upon by subsequent negotiation. The undersigned firm hereby certifies that all information provided in response to this RFP is true, correct and complete.

By signing this proposal, you are certifying that you are an authorized representative of the offering firm and that the firm's principals or legal counsel have reviewed the Request for Proposal General Terms and Conditions and any Special Terms and Conditions. Any exceptions to the General or Special Terms and Conditions must be clearly identified in your proposal. No exceptions can be made to those General or Special Terms and Conditions that are mandated by law. If no exceptions are identified in your proposal, it is understood that the provisions will become a part of any final agreement.

THIS FORM MUST BE COMPLETED AND RETURNED WITH PROPOSAL

Name of Offering Firm: Deaf Services Unlimited

Address of Offering Firm: 6925 Hickman Road | Des Moines, IA 50322

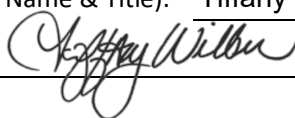
DSBSD Certification No.: _____ Expiration Date: _____

eVA ID: VS0000125321 Tax ID: 42-1452851

Email: gov@deafservicesunlimited.com Telephone: 800-930-2580

Website: DeafServicesUnlimited.com Fax: 515-237-3917

Submitted By (Print Name & Title): Tiffany Wilber, President & Owner

Signature (In Ink):  Date: 02/26/2026



DEAF
SERVICES
UNLIMITED

RFP 26-2087 - Sign Language Interpreting Services University of Mary Washington

Deaf Services Unlimited
6925 Hickman Road
Des Moines, IA 50322

Phone (800) 930-2580
Fax (515) 237-3917
POC: Tiffany Wilber, President
Email: Gov@DeafServicesUnlimited.com

DUNS: 95-8178584
Size Standard: Woman-Owned Small Business, WBE Certified



Executive Summary

For nearly 30 years, Deaf Services Unlimited (DSU) has been providing on-site and video remote sign language interpreting and transliterating, as well as CART captioning services, to over 5,000 clients nationwide. Incorporated in 1996, we are a woman-owned small business and hold a GSA Schedule with the federal government for both sign language interpreting and CART captioning services. We specialize in helping higher education institutions meet their communication accessibility needs.

Scope of Work

Academic Setting

With nearly 3 decades of experience in higher education settings, DSU is well-equipped to provide Sign Language and CART services across a wide range of academic content, from undergraduate to graduate, PhD, and professional levels. Our team is proficient in various subjects, including STEM courses, law, music, and medical education (Veterinary Medicine, Osteopathic, Human Medicine, Nursing, Physician Assistant, Pharmacology, and Laboratory Technology).

Qualifications and Certifications

DSU's providers are professional, dependable, flexible, and courteous. DSU is fully accountable for the performance and actions of all personnel (employees and/or independent contractors) provided to our clients. To demonstrate DSU's ability and the fluency required to provide services at various levels of difficulty, including the use of technical and/or program-specific vocabulary and grammar, DSU can present the following evidence and strategies:



Sign Language Interpreters

- DSU employs Sign Language Interpreters who are nationally certified by the Registry of Interpreters for the Deaf (RID). These certifications include CSC, CI/CT, NAD IV/V, NIC Master, BEI Master, CDI, CLIP-R, or SC: L, & RID+(BEI)CIC.
- Specialized Training: Interpreters have undergone continuing education in technical fields relevant to the programs they interpret (e.g., STEM subjects, medical terminology, legal jargon).
- In addition to traditional ASL, we offer specialized interpreting solutions tailored to diverse communication needs. Our capabilities include tactile interpreting, oral transliteration, Deaf/Blind services utilizing CDI/CHI teams. We carefully assess each assignment to ensure the appropriate modality and interpreter team are provided for optimal communication access.

CART Writers

- DSU employs CART Providers who are certified by the Association for Court Reporters and Captioners (NCRA). These certifications ensure that CART providers have met rigorous standards of proficiency and professionalism.
- Specialized Training: CART providers have undergone continuing education in technical fields relevant to the programs they interpret (e.g., STEM subjects, medical terminology, legal jargon).



Capabilities



On-Site ASL Interpreting

Through our organizational affiliation with the Registry of Interpreters for the Deaf, DSU has been able to develop relationships and partnerships with service providers throughout the country. DSU is fully staffed with professional sign language interpreters to meet the growing demands for service. Deaf Services Unlimited is fully capable of meeting the requirements of the University of Mary Washington.



Video Remote ASL Interpreting

DSU's VRI services use videoconferencing equipment over high-speed broadband connections carrying both video and audio messages. To ensure maximum success and ADA compliance with this technology, we provide complimentary training and tech support to the employees, coordinators, and interpreters who will be using the VRI equipment. We also offer test calls to ensure quality, and provide recommendations on how to create an environment that will deliver the best results, such as proper lighting, positioning of participants, ways to reduce background noise, and the best type and colors of clothing to wear.



CART Captioning

We have recently taken advantage of technological improvements that have enabled CART Captioning and Typewell services to be delivered remotely, while still following ADA requirements and being more efficient than on-site services. Requests for these services can be made through DSU's online scheduling portal, and after confirmation of the service, a URL is provided that allows the requester to access the live text stream via our captioning platform. We offer training on the setup and verification of WiFi-enabled devices and audio sources. On-site services are available for special occasions or events, when necessary.



Quality Assurance Processes

Feedback

DSU has quality assurance processes in place to review and verify the accuracy of services. This includes peer reviews, client feedback loops, and regular quality audits. DSU collects and incorporates feedback from clients and providers to continuously improve services. This includes addressing any issues promptly and making necessary adjustments to training and processes.

Availability & Consistency

DSU holds a 98% fill rate for all requests, regardless of notice or difficulty. Our Coordination Team are experts at managing schedules and utilizing DSU's vast resources when an emergency or last-minute situation arises. Our commitment to communication access and our understanding of the importance of consistency for students and faculty is shown throughout our past performance.

DSU ensures that providers service classes consistently throughout a 15-16 week semester, working with consumers from diverse linguistic and academic backgrounds. Our providers are reliable and dedicated, offering consistent support to students and faculty. Our professional Coordination Team works diligently to ensure students and staff are provided consistent communication access. If a substitution is ever needed, this is communicated quickly and clearly to both the student and necessary staff.

By presenting a comprehensive approach that includes certified qualifications, documented experience, demonstrable proficiency, ongoing training, access to resources, technological support, and stringent quality assurance processes, DSU demonstrates its ability to meet the diverse and challenging requirements of Sign Language interpreting and CART captioning services for the University of Mary Washington.

Academic Integrity

DSU Sign Language interpreters and CART providers adhere to strict academic integrity standards. They access course content solely for review and language acquisition purposes and do not share this content with students. Our providers uphold the NCRA and NAD-RID Code of Professional Ethics, always maintaining integrity and professionalism.

Confidentiality

Confidentiality is paramount at DSU. Our providers maintain strict confidentiality regarding student names, identities, course content, and academic standing. Information is shared only as required for work assignments, ensuring the privacy and security of all parties involved.

Ethics

DSU maintains high ethical standards, ensuring that our Sign Language interpreters and CART providers have no serious complaints filed with the governing authorities and no pending litigation or findings regarding violations of professional Ethics. Our commitment to ethics ensures that we provide trustworthy and reliable services to the University of Mary Washington.



Value Added Services

Post-Production Interpreting and Captioning

Post-Production services make recorded content accessible for Deaf and hard-of-hearing viewers with an overlay of American Sign Language Interpreting (ASL) and/or captions on the existing video, picture-in-picture. These services are quoted by individual projects based on length of the recorded content. Useful for campus video instructions, university advertisements, classroom resources, portal guides, safety announcements, and more, these services partner well with live access services.

Deaf Culture Training

DSU prioritizes not only access, but inclusion. Our digital Deaf Culture Training Solutions is designed to educate viewers on Deaf culture and inform inclusive interactions. This comprehensive video series is designed to enrich your understanding of Deaf culture, language, and history while promoting a more inclusive environment.

This training includes five modules with eleven interactive lessons. This training is designed to be studied online individually or as a corporate group. Individual access is priced at \$44.99 with group-based pricing available as requested.

Consulting

DSU provides consulting services on Deaf culture, communication styles, accommodations, and best practices to corporations, government agencies, and colleges and universities throughout the country. Consultation can be facilitated one-on-one, or in small group meetings, test groups, and trainings. These services are especially helpful in forging collaborative environments for Deaf and hearing people alike.

Key Personnel

Tiffany Wilber

- Job Title: President + Owner
- Length of Employment with Company: 2 years
- Proposed Role in Services:
 - Oversees leadership team managing fulfillment of contract services
- Primary Responsibilities:
 - Oversees contract procurement, management, and service provision
- Education:
 - Bachelor of Business Administration – University of South Dakota

Brenna Thompson

- Job Title: Director of Business Development
- Length of Employment with Company: 4 years
- Proposed Role in Services:
 - Leads Business Development department managing quality assurance, request processing, and contract fulfillment
- Primary Responsibilities:
 - Oversees contract procurement, implementation, and service delivery
- Education:
 - Bachelor's Degree in Business Studies – University of Iowa

Carisa Lowe

- Job Title: Finance Manager
- Length of Employment with Company: 6.5 years
- Proposed Role in Services:
 - Responsible for Accounting and Reporting
- Primary Responsibilities:
 - Oversees accounting functions, invoicing, and routine reporting
- Education:
 - Associate of Arts in Accounting – Des Moines Area Community College



ATTACHMENT C – RESPONSE SUMMARY

The Offeror shall complete responses to each question. Please provide any additional information in the “Supporting Information” section of the Response Summary.

REQUIREMENT	OFFEROR RESPONSE	SUPPORTING INFORMATION
How many years of experience do you/your interpreters have working with deaf/hard of hearing students whose primary method of communication is American Sign Language?	☐ 1 – 5 years experience ☐ 5 – 10 years experience ☒ 10 years or more experience	
Are you/your interpreters familiar with the Americans with Disabilities Act (ADA)?	Yes ☒ No ☐	
Do you/your interpreters hold a Level 3 or better with the Registry of Interpreters for the Deaf (RID)?	Yes ☒ No ☐	If you answered “Yes” to this question, please provide a copy of your certification with your proposal submission.
Do you/your interpreters hold a valid certification with the National Association of Deaf (NAD)?	Yes ☒ No ☐	If you answered “Yes” to this question, please provide a copy of your certification with your proposal submission.
Do you/your interpreters hold a State of Virginia or equivalent Quality Assurance Screening (VQAS), Level III or better?	Yes ☒ No ☐	If you answered “Yes” to this question, please provide a copy of your certification with your proposal submission.
Are you/your interpreters able to provide services to students who are proficient in Cued speech and Signed English?	Yes ☒ No ☐	
Are you/your interpreters able to provide oral transliterating services?	Yes ☒ No ☐	
Have you/your interpreters had exposure to a non-deaf academic culture?	Yes ☒ No ☐	
Are you/your interpreters able to accommodate the class schedule of a student as well as activities outside the classroom?	Yes ☒ No ☐	
Do you/your interpreters have experience in specialized curriculum to include theatrical performances and/or public events, concerts, etc.?	Yes ☒ No ☐	
Are you/your interpreters able to accommodate more than one interpreter per student, if needed?	Yes ☒ No ☐	
Can you/your interpreter provide coverage for emergency meetings that may be scheduled outside of normal class time?	Yes ☒ No ☐	

Last Name	First Name	Certification Type
McCann	Christine	RID Certified - Valid
Staples	Klaudia	RID Certified - Valid
Thomas	Jerome	RID Certified - Valid
Novack	Danielle	RID Certified - Valid
Allman	Kathryn	RID Certified - Valid
Maxwell	Venessa	RID Certified - Valid
Hall	Kacie	BEI - Valid, RID Certified - Valid
Gribbon	Megan	RID Certified - Valid
Durand	Jesse	RID Certified - Valid
Bowermaster	Amara	RID Certified - Valid
Bott	Mariam	RID Certified - Valid
McGraw	MacKenna	RID Certified - Valid
Fowler	Sarah	RID Certified - Valid
Koelbel	Jaimie	RID Certified - Valid
Witczak	Christina	RID Certified - Valid
Lynne	Jina	RID Certified - Valid
Murrah	Dana	RID Certified - Valid
Avsec	Sheila	RID Certified - Valid
Mascitto	Pamela	BEI - Valid, RID Certified - Valid
Butler Vargo	Hilari	RID Certified - Valid
Wenderski	Teresa	RID Certified - Valid
Buchan	Rebecca	RID Certified - Valid
Land	Tyler	RID Certified - Valid
Pettigrew	Sarah	RID Certified - Valid
Leffler	Laura	RID Certified - Valid
Stone	Kaitlyn	RID Certified - Valid
Smith	Trenda	RID Certified - Valid
Warran	Hannah	RID Certified - Valid
Lonesky	Norima	RID Certified - Valid
Daviton-Burland	Catherine	RID Certified - Valid
Bergmann	Julie	RID Certified - Valid
Grubbs	Nicholas	RID Certified - Valid
Shokouhi-Vafa	Natasha	RID Certified - Valid
Smith	Rachel	RID Certified - Valid

*Interpreter Resumes available upon contract award

Desoto	Madison	BEI - Valid
Riley	Stacy	BEI - Valid, RID Certified - Valid
Merrill	Kathryn	RID Certified - Valid
Marshall	Shaunna	RID Certified - Valid
Leyva	Alexandra	RID Certified - Valid
Bradley	Leprintess	RID Certification-Valid
Rose	Eliza	RID Certified - Valid
Feuling	Jamee	RID Certified - Valid
Aiken	Karri	RID Certified - Valid
Shepherd	Aimee	RID Certified - Valid
Pope	Victoria	RID Certified - Valid
Hampsten	Katie	RID Certified - Valid
Hernandez	Michael	RID Certified - Valid
Donlin	Theresa	BEI - Valid
Johnston	Jody	RID Certified - Valid
Leier Johnson	Katherine	RID Certified - Valid
Osborne	Jahmeca	RID Certified - Valid
Oldham	Kaitlyn	RID Certified - Valid
Decker	Leslie	RID Certified - Valid
Dean	Amber	RID Certified - Valid
Hines	Melissa	RID Certified - Valid
Cater Vorpahl	Tera	RID Certified - Valid
Valchar	Cindy	RID Certified - Valid
Cole	Patrick	RID Certified - Valid
Curtis	Jade	RID Certified - Valid
Roselli-Steinmetz	Kristin	RID Certified - Valid
Weiser	Bram	RID Certified - Valid
Becky	Susan	RID Certified - Valid
Amundson	Laura	BEI - Valid
Lemley	Esther	RID Certified - Valid
Schroeder	Rebecca	RID Certification-Valid
Sharp	Shana	RID Certified - Valid
Bassett	Jamie	RID Certified - Valid
DeCaro	Emma	BEI - Valid, RID Certified - Valid
Cherry	Nikki	RID Certified - Valid
Lopez	Jordan	RID Certified - Valid

Robinson	Jonathan	RID Certified - Valid
Fowler	Angelene	RID Certified - Valid
Abner-Morge	Mia	RID Certified - Valid
Bove Waterstreet	Linda	RID Certified - Valid
Romanow	Tracey	RID Certified - Valid
Davis	Epiphany	RID Certified - Valid
Foster	Marjorie	RID Certified - Valid
Crotty	JoHannah	RID Certified - Valid
Pearl	Amy	RID Certified - Valid
Whitlock	Janet	RID Certified - Valid
Olsen	Isabella	RID Certified - Valid
Dillard	Kelly	RID Certified - Valid
Mickey	Julie	RID Certified - Valid
Ahlquist	Carson	RID Certified - Valid
Locke	Joan	RID Certified - Valid
Shearer	Stephanie	RID Certified - Valid
Curtis Eisenmann	Elizabeth	RID Certified - Valid
Barkstrom	Diane	RID Certified - Valid
Avila	Valerie	RID Certified - Valid
Cooke	Heidi	RID Certified - Valid
Chilenski	Kimberlin	RID Certified - Valid
Flowers	Lindsey	RID Certified - Valid
Trujillo	Jacqueline	RID Certified - Valid
Stormont	Rachel	RID Certified - Valid
Fersht	Brittany	RID Certified - Valid
Heath	Theresa	RID Certified - Valid
Tress	Brenda	RID Certified - Valid
Hammond	Mariah	RID Certified - Valid
Nagarajan	Andrea	RID Certification-Valid
Villalba	Sydney	RID Certified - Valid
Henriquez	Regina	RID Certified - Valid
Hashman	Nicole	RID Certified - Valid
Clark	Ana	RID Certified - Valid
McCarthy	Mystical	RID Certified - Valid
Guy	Miquela	RID Certification-Valid
Mannucci	Valerie	RID Certified - Valid

Fowler (Isaac)	Kristin	RID Certified - Valid
Carter	Katoria	RID Certified - Valid
Marshall-Pearson	Travone	BEI - Valid, RID Certified - Valid
Prysock	Jody	RID Certification-Valid
Berlove	Noah	RID Certified - Valid
Epitacio	Robin	RID Certification-Valid
Mansilla	Claudia	RID Certified - Valid
Hernandez	Emilio	RID Certification-Valid
Gomez	Jose	RID Certified - Valid
Doyle	Colleen	RID Certification-Valid
Miller	Denise	RID Certified - Valid
Miller	Jennifer	RID Certified - Valid
Terrio	Jac	RID Certification-Valid
DaSilva	Stacey	RID Certified - Valid
Kelley	Christina	RID Certified - Valid
Jobe	Jerrell	RID Certified - Valid
Patterson	Sarah	RID Certification-Valid
Shannon	Amanda	RID Certified - Valid
Drees	Mike	RID Certified - Valid
Sarver	Carie	RID Certified - Valid
Dieter	Sandra	RID Certified - Valid
Dixon	Christina	RID Certification-Valid
Chavez	Jaden	RID Certification-Valid
Bietman	Laura	RID Certified - Valid
Sorrentino	Francine	RID Certified - Valid
Oberst	Andrea	RID Certified - Valid
Wylie	Seychelle	RID Certified - Valid
Townsend	Shannon	RID Certified - Valid
Morita	Jenna	RID Certified - Valid
Coddington	Courtney	RID Certification-Valid
Stuckless	David	RID Certified - Valid
Reilly	Amanda	RID Certification-Valid
Bass	Kristy	RID Certified - Valid
Hays	Amanda	RID Certified - Valid
Beldon	James	RID Certification-Valid
Key	Jennifer	RID Certified - Valid

Parker	Jessica	RID Certified - Valid
Nardecchia	Ruth	RID Certified - Valid
Bowser	Jennifer	RID Certified - Valid
Hackler	Cathrael	RID Certification-Valid
Neuroth	Kirk	RID Certified - Valid
Landreneau	Caiti	RID Certification-Valid
Pinion	Ryan	RID Certified - Valid
McMillion	Michael	BEI - Valid, RID Certified - Valid
D'Agostino	Sarah	RID Certified - Valid
Hosek	Amanda	RID Certified - Valid
McHenry	Ashlee (Flo)	RID Certified - Valid
Luckham	Rebecca	RID Certified - Valid
Bailey	Sabrina	RID Certified - Valid
Qual	Amber	RID Certified - Valid
Kelderman	Julie	RID Certified - Valid
Westbrook	Steven	RID Certified - Valid
Bodisch	Adrienne	RID Certified - Valid
Acker	Sonya	RID Certified - Valid
DeVito	Rene	RID Certified - Valid
Anderson	Stacy	RID Certification-Valid
Lakebrink	Scott	RID Certified - Valid
Christensen	Daniel	RID Certification-Valid
Muscato Frey	Mandie	RID Certified - Valid
Carrano	Calene	RID Certified - Valid
McClure	Sandra	RID Certification-Valid
Severe	Jessy	RID Certified - Valid
Hoeksema	Samantha	RID Certified - Valid
Goodwin	Sarah	RID Certified - Valid
Damon	Andrew	RID Certified - Valid
Rodriguez	Jasmine	RID Certified - Valid
Vega-Cook	Jennifer	RID Certified - Valid
Millar	Kaylee	RID Certification-Valid
Brown	Andrew	RID Certified - Valid
Hale	Kimberly	RID Certified - Valid
Curtis	Jovanna	RID Certified - Valid
Corey	Amy	RID Certified - Valid

Acevedo	David	RID Certification-Valid
Conrad	Bryan	RID Certification-Valid
Brokenshire	Elizabeth	RID Certification-Valid
Augenstein	Sarah	RID Certified - Valid
Rufrano	Michael	RID Certified - Valid
Overly-Carvallo	Chelsea	RID Certified - Valid
McCullah	Karen	RID Certification-Valid
King	Bruce	RID Certified - Valid
Mallard	Carl	RID Certification-Valid
Werren	Elizabeth	RID Certified - Valid
Medina	Mark	RID Certified - Valid
Carter	Cari	BEI - Valid, RID Certified - Valid
Oster	Petula	RID Certified - Valid
Seiler	Theresa	RID Certified - Valid
Stolp	Dena	RID Certified - Valid
Riddle	Mark	BEI - Valid
Petracca	Rachyl	RID Certified - Valid
Jaffe	Susannah	RID Certified - Valid
Soliz	Olivia	RID Certification-Valid
Peters	Lori	RID Certification-Valid
Scheele	Laura	RID Certified - Valid
Wilder	Ashley	RID Certified - Valid
Pironti	Louann	RID Certified - Valid
Carter	Angie	RID Certified - Valid
Seitz	Laura	RID Certification-Valid
Peiffer	Melissa	RID Certified - Valid
Bishop	Vanessa	RID Certified - Valid
Pinkston	Angelique	RID Certified - Valid
Shannon	Shawn	RID Certification-Valid
Bruce	Jacqueline	RID Certified - Valid, BEI - Valid
Plecher	John	RID Certification-Valid
Greenberg	Suzanne	RID Certified - Valid
Cullins	Tobias	RID Certified - Valid
Perez	Linda	RID Certification-Valid
Peters	Simon	RID Certified - Valid
Hendricks	Jenny	RID Certified - Valid

Thompson-Gaines	Susan	RID Certified - Valid
Merkes	Samantha	RID Certified - Valid
Nelson	Sandi	RID Certification-Valid
Elliott	Marlene	RID Certified - Valid
Hill	Tiffany	RID Certified - Valid
Allinger	Laura	RID Certified - Valid
Stanforth	Jennifer	RID Certified - Valid
Griffin	Erin	RID Certified - Valid
Gebron	Julie	RID Certified - Valid
Hogan	Jacob	RID Certified - Valid
Lucas	Joseph	RID Certified - Valid
Peterson	Katie	RID Certified - Valid
Cantrell	Tammy	RID Certified - Valid
Simpson	Hannah	RID Certified - Valid
Brewer	Melanirose	RID Certified - Valid
Steele	Michelle	RID Certified - Valid
Hart	Melanie	RID Certified - Valid
Kupar	Andrea	RID Certified - Valid
Holland	Elizabeth	RID Certified - Valid
Solomon	Clint	RID Certified - Valid
Sacchetti	Antoinette	RID Certified - Valid
Bradley	Belinda	RID Certified - Valid
Chiarello	Marilyn	RID Certified - Valid
Navratil	Jobina	RID Certified - Valid
Olivera	Francisco	RID Certified - Valid
Robison	Rachel	RID Certified - Valid
Schenfisch	Gail	RID Certified - Valid
Ladd	Juliana	RID Certified - Valid
Hartsky	Esther	RID Certified - Valid
Enders	Alissa	RID Certified - Valid
Samuels	Barry	RID Certified - Valid
Krahenbuhl	Julie	RID Certified - Valid
Johns	Doris	RID Certified - Valid
Malinka	Joanne	RID Certified - Valid
Sturm	Valerie	RID Certified - Valid
Ulloa	Elizabeth	RID Certified - Valid

Rifkin	Phyllis	RID Certified - Valid
Easton	Lacey	RID Certified - Valid
Galasso	Patrick	RID Certified - Valid
Borich	Barbara	RID Certified - Valid
Mullinix	Cheryl	RID Certified - Valid
Miller	Rachel	BEI - Valid, RID Certified - Valid
May-Folden	Priya	RID Certified - Valid
Donaldson	Terra	RID Certified - Valid
Kleist	Rachel	BEI - Valid
Kleemann	Lainie	RID Certified - Valid
Ginn	Olivia	RID Certified - Valid
Gibson	Stacie	RID Certified - Valid
Hansen	Shelly	RID Certified - Valid
Boon	Stacy	RID Certified - Valid
Thompson	Dominique	BEI - Valid
Godwin	Kathy	RID Certified - Valid
Godwin	Remy	RID Certified - Valid
McAlpin	Erin	RID Certified - Valid
Galloway	Tristan	RID Certified - Valid
Mitchell	Kelsey	RID Certified - Valid
McCurdy-Richardson	MarQuita	RID Certified - Valid
Hatsfelt	Kristy	RID Certified - Valid
Chester	Madison	RID Certified - Valid
Gemma	Sara	RID Certified - Valid
Crocker	Debra	RID Certified - Valid
Ziebol	Angela	RID Certified - Valid
Sapp	Heather	RID Certified - Valid
Chavez	Santana	RID Certified - Valid
Malbrough	Michelle	BEI - Valid
Oakwood	Alanna	RID Certified - Valid
Fitzhugh	Emma	RID Certified - Valid
Jones	Harrison	RID Certified - Valid
Pfeiffer	Cheryl	RID Certified - Valid
Wilkes	Amanda	RID Certified - Valid
Thrash	Barbara	BEI - Valid, RID Certified - Valid
Kagan	Jennifer	RID Certified - Valid

Hazes	Crystal	RID Certified - Valid
Chapman	Terri	RID Certified - Valid
Barrier	Candice	RID Certified - Valid
Asterita	Amanda	RID Certified - Valid
Stratton	Morgan	RID Certified - Valid
Luikart	Andrea	RID Certified - Valid
Atherton	Jennifer	RID Certified - Valid
Koste	Kimberly	RID Certified - Valid
Greenberg	Paul	RID Certified - Valid
Villarreal	Maurita	RID Certified - Valid
Chittenden	Elizabeth	RID Certified - Valid
Lazorisak	Carole	RID Certification-Valid
Schulz	Regina	RID Certified - Valid
Dorsey	Amanda	RID Certified - Valid
Hernandez	Kimberly	RID Certified - Valid
Anderson	Krista	RID Certified - Valid
Mallory	Rebekah	RID Certified - Valid
Higginson	Sarie	RID Certification-Valid
Jones	David	RID Certified - Valid
Prentice	Kassandra	RID Certified - Valid
Dively	Maria	RID Certified - Valid
Tucci	Stephanie	RID Certified - Valid
Medlock	Andrea	RID Certified - Valid
Guthmann-Ternus	Debra	RID Certified - Valid
Edwards-Smith	Desiree	RID Certified - Valid
Daniels	Karmon	RID Certified - Valid
Odum	Lawrence	RID Certified - Valid
Wyman	Johanna	RID Certified - Valid
Hozinsky	Rebecca (Rivka)	RID Certified - Valid
Hatle	Hannah	RID Certified - Valid
Wexler	Jai	RID Certified - Valid
Tingley	Eva	BEI - Valid
Needelman	Jennifer	RID Certified - Valid
Sniderhan	Jill	RID Certified - Valid
Hinton	Rachel	RID Certified - Valid
Armentrout	Rebecca	RID Certified - Valid

Lauria	Elizabeth	RID Certified - Valid
Clemens	Stephanie	RID Certified - Valid
Franklin	Justin	BEI - Valid
Comerford	Sarah	RID Certified - Valid
Castro	Heather	RID Certified - Valid
Elliott	Anna	RID Certified - Valid
Bluml	Madison	BEI - Valid, RID Certified - Valid
Lantos	Carrie	BEI - Valid
Zuppelli	Dawn	RID Certified - Valid
Zuckerman	Mara	RID Certified - Valid
Young	Dina	RID Certified - Valid
DeBeck	Ashley	RID Certified - Valid
Wright	Shannon	RID Certified - Valid
Wistrand	Kristen	RID Certified - Valid
Winner	Kelly	RID Certified - Valid
Willman	Jessica	RID Certified - Valid
Wilson	Vincent	RID Certified - Valid
Williams Love	Caryl	RID Certified - Valid
Williams	Eloisa	RID Certified - Valid
Williams	Brandi	RID Certified - Valid
Williams	Heather	RID Certified - Valid
Williams	Leandra	RID Certified - Valid
Williams	Paul	RID Certified - Valid
Willbur	Kristen	RID Certified - Valid
Wick	Christopher	RID Certified - Valid
Whitney	Gretchen	RID Certified - Valid
White	Richard	RID Certified - Valid
White	Vicki	RID Certified - Valid, BEI - Valid
Westfall	Hannah	RID Certified - Valid
Weimer	Abigail	RID Certified - Valid
Weddington	Arlinel	RID Certified - Valid
Weiler	Jen	RID Certified - Valid
Weimer	Valerie	RID Certified - Valid
Watton	Katrina	RID Certified - Valid
Wallis	Emily	RID Certified - Valid
Ward	Jennifer	RID Certified - Valid

Watson	Melissa	RID Certified - Valid
Wagner	Maureen	RID Certified - Valid
von Walden	Tara	RID Certified - Valid
Villinski	Tracy	RID Certified - Valid
Vehlies	Meaghan	RID Certified - Valid
Varner	Melissa	RID Certified - Valid
Utle	Barry	RID Certified - Valid
Turner	Kelly	RID Certified - Valid
Trujillo	Tara	RID Certified - Valid
Trimble	Erin	RID Certified - Valid
Trueblood	Linda	RID Certified - Valid
Troup	Tara	RID Certified - Valid
Treger	Elisabeth	RID Certified - Valid
Torres	Fidel	RID Certified - Valid
Tijerina	Angelica	BEI - Valid
Thuesen	Randy	RID Certified - Valid, BEI - Valid
Thomas	Keelin	RID Certified - Valid
Thomas	Amber	RID Certified - Valid
Thomas	Mathew	RID Certified - Valid
Theiss	Thomas	RID Certified - Valid
Tessier	Anna	RID Certified - Valid
Taylor	Amanda	RID Certified - Valid
Tacona	Rita	RID Certified - Valid
Swartz	Daniel	RID Certified - Valid
Sullivan	Sylvie	RID Certified - Valid
Stutts	Krystal	RID Certified - Valid
Stermin	Andrea	RID Certified - Valid
Stewart	Branton	RID Certification-Valid
Howe	Brenda	RID Certified - Valid
Stanley	Isaac	RID Certified - Valid
Stadnik Ortiz	Terrie	RID Certified - Valid
Stacy	Diandra	BEI - Valid
Sposato	Rebecca	RID Certified - Valid
Sollman	Loycene	RID Certified - Valid
Sower	Monica	RID Certified - Valid
Solomon	Sandra	RID Certified - Valid

Snowden	Djuan	RID Certified - Valid
Smith	Iris	RID Certified - Valid
Smith	Jennifer	RID Certified - Valid
Solberg	Lindsey	RID Certified - Valid
Smith	Donovan	RID Certified - Valid
Smith	Leatrice	RID Certified - Valid
Smith	Trisha	RID Certified - Valid
Sloan	Cheryl	RID Certified - Valid, BEI - Valid
Skinner	Jerriann	RID Certified - Valid
Smith	Sandra	RID Certified - Valid
Simons	Amber	RID Certified - Valid
Sindt	Lisa K	RID Certified - Valid
Sicignano	Laura	RID Certified - Valid
Shively	Carly	RID Certified - Valid
Shemash	Cathy	RID Certified - Valid
Sherman	Julie	RID Certified - Valid
Shaffer	Barbara	RID Certified - Valid
Shafer	Claire	RID Certified - Valid
Sessions	Alan	RID Certified - Valid, BEI - Valid
Settlemyre	Jeannie	RID Certified - Valid
Serpa	Janett	RID Certified - Valid
Bonham Seid	Jelsa	RID Certified - Valid
Scott	Shelly	RID Certified - Valid
Schwab	Alexia	RID Certified - Valid
Schwartz	Sally	RID Certified - Valid
Schulman	Lisa	RID Certified - Valid
Schoonderwoerd	Michelle	RID Certified - Valid
Schneck	Danielle	RID Certified - Valid
Schmidt	Mary	RID Certified - Valid
Schell	Nicholas	RID Certified - Valid
Sato	Justin	RID Certified - Valid
Satterlee	Lauren	RID Certified - Valid
Sangha	Laura	RID Certified - Valid
Ruth	Heather	RID Certified - Valid
Russell	Adam	RID Certified - Valid
Russell	Jodi	RID Certified - Valid

Royea	Karen	RID Certified - Valid
Rothman	Elizabeth	RID Certified - Valid
Rose	Amanda	RID Certified - Valid
Ross	Amber	RID Certified - Valid
Rooney	Cathleen	RID Certified - Valid
Roldan-Hoppes	Jennifer	RID Certified - Valid
Rodgers	Margie	RID Certified - Valid
Robbins	Judy	RID Certified - Valid
Ritter	Margaret	RID Certified - Valid
Ringel	Cheryl	RID Certified - Valid
Ritchey	Rebecca	RID Certified - Valid
Rickerd	Katie	RID Certified - Valid
Richardson	Keri	RID Certified - Valid, BEI - Valid
Richards	Tammera	RID Certified - Valid
Reynolds	Lisa	RID Certified - Valid
Resnick	Brandy	RID Certified - Valid
Reveles	Eduardo	BEI - Valid
Remigio	Robert	RID Certified - Valid
Remele	Tammy	RID Certified - Valid
Rehkopf	Andrea	RID Certified - Valid, BEI - Valid
Brandwein	Donna	RID Certified - Valid
Redfield	Dana	RID Certified - Valid
Ratliff	Darlene	RID Certified - Valid
Ramont	Franky	RID Certification-Valid
Raffoul	Jodi	RID Certified - Valid
Provancha	Jessica	RID Certified - Valid
Press	Jessica	RID Certified - Valid
Ploeger	Sharon	RID Certified - Valid, BEI - Valid
Perry	April	RID Certified - Valid
Peralez	Jose	RID Certified - Valid, BEI - Valid
Pelloni	Jennifer	RID Certified - Valid
Pelc	Sarah	RID Certified - Valid
Patterson	Ericka	BEI - Valid
Pavelich	Whitney	RID Certified - Valid
Pascual	Sandy	RID Certified - Valid
Parker	Barbie	RID Certified - Valid, BEI - Valid

Park	Lynda	RID Certified - Valid
Palmer	Stephanie	RID Certified - Valid
Paduano	Allyson	RID Certified - Valid
Paccione	Janelle	RID Certified - Valid
Olivo	Liliana	RID Certified - Valid
Olivo	Marcos	RID Certified - Valid
Oie	Samantha-Jo	RID Certified - Valid
Ochoa-Sanchez	Kaetlyn	BEI - Valid
O'Connor	Karen	RID Certified - Valid
Nye	Michelle	RID Certified - Valid
Nolte	Brandi	RID Certified - Valid
Nolan-Black	Farrah	RID Certified - Valid
Norris	Tracy	RID Certified - Valid
Nicholas	Rocio	BEI - Valid, RID Certified - Valid
Neuenschwander	Katherine	RID Certified - Valid
Newton	Sonja	RID Certified - Valid
Narvaez	Arlene	RID Certified - Valid
Nagy	Alexandra	RID Certified - Valid
Murphy	Marcia	RID Certified - Valid
Morse	Jennifer	RID Certified - Valid
Morrison	Dave	RID Certified - Valid
Morineau	Naomi	RID Certified - Valid
Morgan	Rachel	RID Certified - Valid
Moore	Joel	RID Certified - Valid
Moore	Melanie	RID Certified - Valid
Montoya	Kathryn	RID Certified - Valid
Mollinedo	Marvin	RID Certified - Valid
Monk	Shelley	RID Certified - Valid
Mindess	Anna	RID Certified - Valid
Mills	Stuart	RID Certified - Valid
Miller	Jennifer	RID Certified - Valid
Miller	Nick	RID Certified - Valid
Midkiff	Sara	RID Certified - Valid
Metcalf	Deb	RID Certified - Valid, BEI - Valid
Meyer	Paula	RID Certified - Valid
Messer	Erin	BEI - Valid

Mery	Johanna	RID Certified - Valid
Merk	Scott	RID Certified - Valid
McMillian	Anna	RID Certified - Valid
McLellan	Billieanne	RID Certified - Valid
McLaughlin	Marge	RID Certified - Valid
McIver	Sierra	RID Certified - Valid
McGraw	Amy Ruth	RID Certified - Valid
McGuinn	Carol	RID Certified - Valid
McGrath	Charlotte	RID Certified - Valid
McGowan	Maribeth	RID Certified - Valid
McDermott	James	RID Certified - Valid
McCoy	Alan	RID Certified - Valid
McAfee	Angela	RID Certified - Valid
Maye	Belinda	RID Certified - Valid
Maund	Tami	RID Certified - Valid
Martinez	Candice	RID Certified - Valid
Martinez	Deb	RID Certified - Valid
Marincel	Julia	RID Certified - Valid, BEI - Valid
Mansager	Torrey	RID Certified - Valid
Manahan	Christina	RID Certified - Valid
Malka	Robert	RID Certified - Valid
Maloney	Sandra	RID Certified - Valid
Maenzo	Catherine	RID Certified - Valid
Magnoli	Luciana	RID Certified - Valid
Maag	Hilary	RID Certified - Valid
MacFarlane	James	RID Certified - Valid
Lyttle	Julia	RID Certified - Valid
Livengood	Michelle	RID Certified - Valid
Lightbourn	Suzanne	RID Certified - Valid
Lev	Alek	RID Certified - Valid
Levy	Aviva	RID Certified - Valid
Leitson	David	RID Certified - Valid
Lechuga	Christy	RID Certified - Valid
DeAndrea-Lazarus	Danielle	RID Certified - Valid
Laszlo	Jacquelyn	RID Certified - Valid
Larson	Ruann	RID Certified - Valid

Lamoreaux	Jill	RID Certified - Valid
Lane	Joshua	RID Certification-Valid
Lamb	Kathleen	RID Certified - Valid
Lakebrink	Debra	RID Certified - Valid
Kurdi	Kelly	BEI - Valid
Ladson	Simone	RID Certified - Valid
Kruk	Rachel	RID Certified - Valid
Krenz	Danielle	RID Certified - Valid
Krieger	Jay	RID Certification-Valid
Kovatch	Beth	RID Certified - Valid
Krakowiak	Kristin	RID Certified - Valid
Koch	Anne	RID Certified - Valid
Kohan	Audrey	RID Certified - Valid
Koubsky	Bethany	RID Certified - Valid
Knight	Alyson	RID Certified - Valid
Kisner	Amy	BEI - Valid
Kinsel	Missy	BEI - Valid, RID Certified - Valid
Kermisch	Alise	RID Certified - Valid
Kelley	Gary	RID Certified - Valid
Kelley	Tawnya	RID Certified - Valid
Keefe	Molly	RID Certified - Valid
Kautzky	Diana	RID Certified - Valid
Kaster	Tailyn	RID Certified - Valid
Joyner	Gay	RID Certified - Valid
Jones	Emily	RID Certified - Valid
Jones	Justine	RID Certified - Valid
Johnson	Katrina	RID Certified - Valid
Smith	Kristen	RID Certified - Valid
Jones	Tiffany	RID Certified - Valid
Johnson	Amy	RID Certified - Valid
Johnson	Carmen	RID Certified - Valid
Jiron	Cynthia	RID Certified - Valid
Johnson	Renee	RID Certified - Valid
Jeter	Kelton	BEI - Valid
Jacobs	Rhonda	RID Certified - Valid
James	Vincent	RID Certified - Valid

Jackerson	Justin	RID Certification-Valid
Hutson	Brian	BEI - Valid
Hydorn	Elizabeth	RID Certified - Valid
Howe	Greta	RID Certified - Valid
Howard	Luz	RID Certified - Valid
Hoot	Amanda	RID Certified - Valid
Horne	Joel	RID Certified - Valid
Hoffmann	Gina	RID Certified - Valid
Hodgins	Carolyn	RID Certified - Valid
Hockman	Jennifer	RID Certified - Valid
Hoagland	Cathryn	RID Certified - Valid
Herndon	Connie	RID Certified - Valid
Hernandez	Denise	RID Certified - Valid
Henderson	Ashley	RID Certified - Valid, BEI - Valid
Henry-Heywood	Jon	RID Certified - Valid
Hensley	Roy	RID Certified - Valid
Helms	Ben	RID Certified - Valid
Hayek	Michelle	RID Certified - Valid
Hayes	Terri	RID Certified - Valid
Hauck	Cheri	RID Certified - Valid
Hawthorne	Hale	RID Certified - Valid
Harvey	Patricia	RID Certified - Valid
Harutyunyan	Sandra	RID Certified - Valid
Hart	Robyn	RID Certified - Valid
Harnly-Cooper	Jessica	RID Certified - Valid
Hardell	Shelley	RID Certified - Valid, BEI - Valid
Halley	Mark	RID Certified - Valid
Gustafson	Katrina	RID Certified - Valid
Haberman	Margaret	RID Certified - Valid
Grundstein-Helvey	Morgan	RID Certified - Valid
Gudenkauf	Sue	RID Certified - Valid
Greer	Kelly	RID Certified - Valid
Gregory	Melissa	RID Certified - Valid
Gresia	Melissa	RID Certified - Valid
Greenwaldt	Amy	RID Certified - Valid
Greenfield	Jo Linda	RID Certified - Valid

Goodwin	Antonio	RID Certified - Valid
Gorra Barash	Debra	RID Certified - Valid
Gournaris	Jennifer	RID Certified - Valid
Goebel	Audra	RID Certified - Valid
Gonzales	Elizabeth	BEI - Valid
George	Paul	RID Certified - Valid
Geide	Kayla	RID Certified - Valid
Gauci	Brian	RID Certified - Valid
Gaydurgis	Holly	RID Certified - Valid
Garcia	Eldora	RID Certified - Valid
Galloway	Jolanta	RID Certified - Valid
Gaerte	Candis	RID Certified - Valid
Furcini	Tara	RID Certified - Valid
Friedmann	Michael	RID Certified - Valid
Foxx	Beverly	RID Certified - Valid
Forte	Aimee	RID Certified - Valid
Ford	Heather	RID Certified - Valid
Flaggs	Jennifer	RID Certified - Valid
Ferry	Bonita	RID Certified - Valid
Ferguson	Sarah	RID Certified - Valid
Fay	Carol	RID Certified - Valid
Ewbank	Daleena	RID Certified - Valid
Everson	Michelle	RID Certified - Valid
Evans	David	RID Certified - Valid
Engelhaupt	Dean	RID Certified - Valid
Elker	Jamy	RID Certified - Valid
Ellis	Nathan	RID Certified - Valid
Eggers	Cameron	BEI - Valid
Eckrich	Janay	RID Certified - Valid
Dynan	Kathryn	RID Certified - Valid
Duncan	Kimberly	RID Certified - Valid
Dunams	Yekaterina	RID Certified - Valid
Drewek	Amy	RID Certified - Valid
Drake	Erin	RID Certified - Valid
Downey	Christopher	RID Certified - Valid
Dragoo	Robin	RID Certified - Valid

DiSabatino	Leah	RID Certified - Valid
Dill	Angelica	RID Certified - Valid
Dippel	Daisy	RID Certified - Valid
Dickson	Daniel	RID Certified - Valid
Diez	Kim	RID Certified - Valid
Dencer	Brenda	RID Certified - Valid
DeLeon	Meredith	RID Certified - Valid
Davis	Brandy	RID Certified - Valid
Davidson	April	RID Certified - Valid
D'Angelo	Domenico	RID Certified - Valid
Dahl	Emily	RID Certified - Valid
Dagley	Kelly	RID Certified - Valid
Dabbs	Megan	RID Certified - Valid
Culpovich	Cindy	RID Certified - Valid
D'Angelo	Delia	RID Certified - Valid
Cruse	Karlon	RID Certified - Valid
Crickenberger	Corey	RID Certified - Valid
Creger	Harold	BEI - Valid
Crain	Tim	RID Certified - Valid
Corwin	Kim	RID Certified - Valid
Corlett	Marilyn	RID Certified - Valid, BEI - Valid
Conner	Kimba	RID Certified - Valid
Colondres	Hilda	RID Certified - Valid
Collins	Caleigh	RID Certified - Valid
Freedlander	Sarah	RID Certified - Valid
Clegg	Adrienne	RID Certified - Valid
Clayton	Dianna	RID Certified - Valid
Clark	Laura	RID Certified - Valid
Clark	Laura E.	BEI - Valid
Christy	Nicole	RID Certified - Valid
Christen-Drew	Jen	RID Certified - Valid
Chauncey-Riggs	Bonnie	RID Certified - Valid
Catinella	Alexa	RID Certified - Valid
Cedar	Mona Jean	RID Certified - Valid
Cawley	Scott	RID Certified - Valid
Cassidy	Meghann	RID Certified - Valid

Cassady	Alexandra	RID Certified - Valid
Carter	Christine	RID Certified - Valid
Carso	Amanda	RID Certified - Valid, BEI - Valid
Cartagena	Anna Marie	RID Certified - Valid
Cardoza	Maria	RID Certified - Valid
Cardella	Kathleen	RID Certified - Valid
Candido	Daniel	RID Certified - Valid
Cansler	Sarah	RID Certified - Valid
Callesen	Christine	RID Certified - Valid
Candelaria	Jesus	RID Certified - Valid
Perez	Alana	RID Certified - Valid, BEI - Valid
Calhoun	Roy	RID Certified - Valid
Bynoe	Letitia	RID Certified - Valid
Byers	Rachel	RID Certified - Valid
Bundy	Chelsea	BEI - Valid
Bunting	Kelly	RID Certified - Valid
Bumpus-Barnett	Sherry	RID Certified - Valid
Brown	Nathan	RID Certified - Valid
Brooks	Barbie	BEI - Valid
Braucht	Laura	RID Certified - Valid
Brannam	Carie	RID Certification-Valid
Braithwaite	Amber	RID Certified - Valid
Brakenhoff	Kelly	RID Certified - Valid
Bontrager	Bernita	RID Certified - Valid
Bonnet	Elizabeth	RID Certified - Valid
Bourgeois	Jennifer	RID Certified - Valid
Boswell	Judith	RID Certified - Valid
Bolding Ballenger	Lisa	RID Certified - Valid
Boardman	Kent	RID Certified - Valid
Boam	Dale	RID Certified - Valid
Block	Kate	RID Certified - Valid
Blattberg	Sarah	RID Certified - Valid
Blake	Jenny	RID Certified - Valid
Chen	Kate	RID Certified - Valid
Besant	Lisa	RID Certified - Valid
Benton	Sarah	RID Certified - Valid

Benjamin	Heather	RID Certified - Valid
Bello	Mary	RID Certified - Valid
Behun	Sharon	RID Certified - Valid
Beck	Keara	RID Certified - Valid
Baughan	Angela	RID Certified - Valid
Bateman	Darla	RID Certified - Valid
Barnett	Chad	RID Certified - Valid
Barnett	Cynthia	RID Certified - Valid
Barreto Abrams	Jesus	RID Certified - Valid
Baran	Theodore	RID Certified - Valid
Balayan	Samantha	RID Certified - Valid
Balassa	Julie	RID Certified - Valid
Baker	Lorena	RID Certified - Valid
Baise	Michana	RID Certified - Valid
Bahler	Amber	RID Certified - Valid
Baesler	Raymond	RID Certified - Valid
Armstrong	Beth Ann	RID Certified - Valid
Atkins-Grant	Cheyenne	RID Certified - Valid
Annett	Lucy	RID Certified - Valid
Armijo-Anderson	Stephanie	RID Certified - Valid
Lightbourn	Beth	RID Certified - Valid
Anderson	Bethany	RID Certified - Valid
Alwardt	Traci	RID Certified - Valid
Alward	Luke	RID Certified - Valid
Allis	Melanie	RID Certified - Valid
Alexander	Tracy	RID Certified - Valid
Albee-Hubbard	Leigh	RID Certified - Valid
Adkinson	Brenda	RID Certified - Valid
Adkins	Donald	BEI - Valid
Wasisco	Julianne	RID Certification-Valid
Thomas	Katie	RID Certification-Valid
Schwall	Janet	RID Certification-Valid
Sheneman	Naomi	RID Certification-Valid
Shannon	Robin	RID Certification-Valid
McClurkan	Alicia	RID Certification-Valid
Lehmann-Doane	Robyn	RID Certification-Valid

Kraft	Roger	RID Certification-Valid
Hafer	Sarah	RID Certification-Valid
Herbold	Shelley	RID Certification-Valid
Dove	Donnie	RID Certification-Valid
Briggs	Jennifer	RID Certification-Valid

ATTACHMENT D – REFERENCES

Provide at LEAST 3 references of current or recent past clients, preferably from higher education. References may be used by the University as supporting information to verify the Offeror's qualifications, experience, and past performance. References are not scored as a separate evaluation criterion but may be considered as part of the overall evaluation.

Reference #1	
Agency Name	Chatham University- Higher Education Institution
Contact Name	Cindy Kerr, MBS, MSDSHE, Director, OAAR
Email	ckerr@chatham.edu
Phone #	412-365-1611
# Years w/ Agency	DSU began providing services for Chatham in fall 2022 and continues to provide services
Solution Provided	DSU provides Chatham University sign language interpreting and CART captions.

Reference #2	
Agency Name	University of Illinois- Higher Education Institution
Contact Name	Tina Cowsert, M.S.ED, MSLIS, NBCT, Access Specialist/Interpreter Coordinator
Email	tcowsert@illinois.edu
Phone #	217-244-6972
# Years w/ Agency	DSU entered into a contract with the University of Illinois in 2018 with extensions lasting until summer of 2024.
Solution Provided	DSU provided virtual and/or in-person ASL and CART captioning services on a recurring and as needed basis for hard of hearing or Deaf students and employee(s).

Reference #3	
Agency Name	University of Maryland Global Campus- Higher Education Institution
Contact Name	Christina Lunsman, Ph.D., Director, Student Accessibility Services
Email	christina.lunsman@umgc.edu
Phone #	240-684-2287
# Years w/ Agency	DSU began providing services for UMGC in fall 2023 and continues to provide services.
Solution Provided	DSU provides University of Maryland Global Campus sign language interpreting and CART captions.