GENERAL SERVICES ADMINISTRATION

Federal Supply Service
Authorized Federal Supply Schedule Price List

Multiple Award Schedule

FSC Group: Professional Services
Contract number: GS-10F-143AA
Contract period: 4/16/2013 - 4/15/2023

Mid-Atlantic Interpreting Group, Inc. (MAIG)
8174 Lark Brown Rd. Suite 202 Elkridge, MD 21075
Telephone: (410) 750-0297
FAX Number: (410) 750-0196
Contractor Contract Administrator
Nancy Bender
Email: nlbender@interpretmaig.com

An 8(a) Certified, EDWOSB, MBE, WOSB Corporation
Price list current as of Modification #PA-0040
effective February 18, 2021
Prices Shown Herein are Net (discount deducted)

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage®, a menu-driven database system. The INTERNET address GSA Advantage® is: GSAAdvantage.gov.

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.
GENERAL CONTRACT INFORMATION

1a. Table of awarded Special Item Numbers (SINs):

<table>
<thead>
<tr>
<th>SINs</th>
<th>Recovery</th>
<th>SIN Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>541930</td>
<td>541930RC</td>
<td>Translation and Interpretation Services</td>
</tr>
<tr>
<td>OLM</td>
<td>OLMRC</td>
<td>Order-Level Materials (OLMs)</td>
</tr>
</tbody>
</table>

1b. Identification of the lowest priced model number and lowest unit price for that model for each SIN awarded in the contract: **See pricing tables** (beginning on page 8).

1c. Hourly rate descriptions: **See pricing tables** (beginning on page 8).

2. Maximum order: 54190/541930RC - $350,000; OLM/OLMRC - $250,000

3. Minimum order: $100

4. Geographic coverage (delivery area): **Worldwide**

5. Point(s) of production: **Mid-Atlantic Interpreting Group, Inc.**
   8174 Lark Brown Rd. Suite 202
   Elkridge, MD 21075

6. Discount from list prices or statement of net price: **Prices shown are net; discounts have already been deducted.**

7. Quantity discounts:

<table>
<thead>
<tr>
<th>Tier</th>
<th>Task Order Amount</th>
<th>Additional Discount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$150,000 - $300,000</td>
<td>1%</td>
</tr>
<tr>
<td>2</td>
<td>$300,001 - $500,000</td>
<td>2%</td>
</tr>
<tr>
<td>3</td>
<td>$500,001 and above</td>
<td>3%</td>
</tr>
</tbody>
</table>

8. Prompt payment terms: **Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions. Net 30 days.**

9. Foreign items: **Not Applicable**

10a. Time of delivery: **to be determined at the Task Order level**

10b. Expedited delivery: **to be determined at the Task Order level**

10c. Overnight and 2-day delivery: **Contact MAIG for details**

10d. Urgent Requirements: **Contact MAIG for details**

11. F.O.B. point(s): **Destination**

12a. Ordering Address: **Mid-Atlantic Interpreting Group, Inc.**
   8174 Lark Brown Rd. Suite 202
   Elkridge, MD 21075

12b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s) are found in Federal Acquisition Regulations (FAR) 8.405-3.)
13. Payment address: Mid-Atlantic Interpreting Group, Inc.
   8174 Lark Brown Rd. Suite 202
   Elkridge, MD 21075

14. Warranty provision: **Standard Commercial Warranty Terms & Conditions**

15. Export packing charges: **Not Applicable**

16. Terms and conditions of rental, maintenance, and repair: **Not Applicable**

17. Terms and conditions of installation: **Not Applicable**

18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices: **Not Applicable**

18b. Terms and conditions for any other services: **Not Applicable**

19. List of service and distribution points: **Not Applicable**

20. List of participating dealers: **Not Applicable**

21. Preventive maintenance: **Not Applicable**

22a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): **Not Applicable**

22b. Section 508 compliance information: [www.interpretmaig.com](http://www.interpretmaig.com) is Section 508 compliant.

23. Data Universal Number System (DUNS) number. 555696884

24. SAM registration status: **MAIG is registered and active in SAM**
## GSA Authorized Price List

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Classified Interpreter – SECRET/TOP SECRET</strong>&lt;br&gt;(Los Angeles and San Francisco, CA; Monday – Friday, 7:00 AM to 5:00 PM)&lt;br&gt; &gt; 5 Business Days of Notice</td>
<td>$153.15</td>
<td>$156.36</td>
<td>$159.65</td>
<td>$163.00</td>
</tr>
<tr>
<td><strong>Classified Interpreter – SECRET/TOP SECRET</strong>&lt;br&gt;(New Orleans, LA; Charleston, SC; and New York, New England, NJ, PA, DE, CT, and WV; Monday – Friday, 7:00 AM to 5:00 PM)&lt;br&gt; &gt; 5 Business Days of Notice</td>
<td>$141.66</td>
<td>$144.64</td>
<td>$147.67</td>
<td>$150.78</td>
</tr>
<tr>
<td><strong>Unclassified Interpreter</strong>&lt;br&gt;(Los Angeles and San Francisco, CA; Monday – Friday, 7:00 AM to 5:00 PM)&lt;br&gt; &gt; 5 Business Days of Notice</td>
<td>$124.43</td>
<td>$127.05</td>
<td>$129.71</td>
<td>$132.44</td>
</tr>
<tr>
<td><strong>Unclassified Interpreter</strong>&lt;br&gt;(New Orleans, LA; Charleston, SC; and New York, New England, NJ, PA, DE, CT, and WV; Monday – Friday, 7:00 AM to 5:00 PM)&lt;br&gt; &gt; 5 Business Days of Notice</td>
<td>$88.06</td>
<td>$89.91</td>
<td>$91.80</td>
<td>$93.73</td>
</tr>
<tr>
<td><strong>Onsite Captioning</strong>&lt;br&gt; &gt; 5 Business Days of Notice</td>
<td>$234.51</td>
<td>$239.43</td>
<td>$244.46</td>
<td>$249.60</td>
</tr>
<tr>
<td><strong>Onsite Captioning</strong>&lt;br&gt;&lt; 5 Business Days of Notice</td>
<td>$252.26</td>
<td>$257.56</td>
<td>$262.97</td>
<td>$268.49</td>
</tr>
<tr>
<td><strong>Remote Captioning</strong>&lt;br&gt; &gt; 5 Business Days of Notice</td>
<td>$169.50</td>
<td>$173.06</td>
<td>$176.70</td>
<td>$180.41</td>
</tr>
<tr>
<td><strong>Remote Captioning</strong>&lt;br&gt;&lt; 5 Business Days of Notice</td>
<td>$179.11</td>
<td>$182.86</td>
<td>$186.70</td>
<td>$190.63</td>
</tr>
<tr>
<td><strong>Video Remote Services</strong>&lt;br&gt;30-minute minimum</td>
<td>$2.87</td>
<td>$2.93</td>
<td>$2.99</td>
<td>$3.06</td>
</tr>
<tr>
<td><strong>Classified Interpreter – SECRET/TOP SECRET</strong>&lt;br&gt;(OCONUS; Monday – Friday, 7:00 AM to 5:00 PM)&lt;br&gt; &gt; 5 Business Days of Notice</td>
<td>$157.93</td>
<td>$161.25</td>
<td>$164.64</td>
<td>$168.09</td>
</tr>
<tr>
<td><strong>Unclassified Interpreter – UNCLASSIFIED</strong>&lt;br&gt;(OCONUS; Monday – Friday, 7:00 AM to 5:00 PM)&lt;br&gt; &gt; 5 Business Days of Notice</td>
<td>$114.86</td>
<td>$117.27</td>
<td>$119.74</td>
<td>$122.25</td>
</tr>
<tr>
<td><strong>Onsite CART</strong>&lt;br&gt;Communication Access Real-Time Transcription Services (CLASSIFIED)</td>
<td>$215.00</td>
<td>$219.52</td>
<td>$224.13</td>
<td>$228.83</td>
</tr>
<tr>
<td><strong>Onsite CART</strong>&lt;br&gt;Communication Access Real-Time Transcription Services (UNCLASSIFIED)</td>
<td>$156.36</td>
<td>$159.65</td>
<td>$163.00</td>
<td>$166.42</td>
</tr>
<tr>
<td><strong>Unclassified Interpreter</strong>&lt;br&gt;(National Capital Region; Monday – Friday, 7:00 AM to 5:00 PM)&lt;br&gt; &gt; 5 Business Days of Notice</td>
<td>$88.47</td>
<td>$90.33</td>
<td>$92.22</td>
<td>$94.16</td>
</tr>
<tr>
<td><strong>Classified Interpreter – SECRET/TOP SECRET</strong>&lt;br&gt;(National Capital Region; Monday – Friday, 7:00 AM to 5:00 PM)&lt;br&gt; &gt; 5 Business Days of Notice</td>
<td>$118.31</td>
<td>$120.80</td>
<td>$123.33</td>
<td>$125.92</td>
</tr>
</tbody>
</table>
AM to 5:00 PM)  
> 5 Business Days of Notice

| **Typewell Speech-to-Text Notetaking** | $96.78 | $98.81 | $100.89 | $103.01 |

**Three hour minimum for all services and cancellations must be made 3 days prior to start of work.**
Service Contract Labor Standards Matrix

The Service Contract Labor Standards (SCLS), formerly the Service Contract Act (SCA), applies to this contract, and it includes SCLS applicable labor categories. Labor categories and fixed price services marked with a (**) in this pricelist are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS/SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e., nationwide). MAIG certifies our GSA awarded rates meet or exceed the SCLS rates for the non-exempt labor categories identified below.

<table>
<thead>
<tr>
<th>SCLS Eligible Contract Labor Category/ Fixed Price Service</th>
<th>SCLS Equivalent Code Title</th>
<th>WD Number</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Classified Interpreter – SECRET/TOP SECRET</strong> (Los Angeles and San Francisco, CA; Monday – Friday, 7:00 AM to 5:00 PM)  &gt; 5 Business Days of Notice</td>
<td>30130 Interpreter (Sign Language)</td>
<td>WD 1988-0742</td>
</tr>
<tr>
<td><strong>Classified Interpreter – SECRET/TOP SECRET</strong> (New Orleans, LA; Charleston, SC; and New York, New England, NJ, PA, DE, CT, and WV; Monday – Friday, 7:00 AM to 5:00 PM)  &gt; 5 Business Days of Notice</td>
<td>30130 Interpreter (Sign Language)</td>
<td>WD 1988-0742</td>
</tr>
<tr>
<td><strong>Unclassified Interpreter</strong> (Los Angeles and San Francisco, CA; Monday – Friday, 7:00 AM to 5:00 PM)  &gt; 5 Business Days of Notice</td>
<td>30130 Interpreter (Sign Language)</td>
<td>WD 1988-0742</td>
</tr>
<tr>
<td><strong>Unclassified Interpreter</strong> (New Orleans, LA; Charleston, SC; and New York, New England, NJ, PA, DE, CT, and WV; Monday – Friday, 7:00 AM to 5:00 PM)  &gt; 5 Business Days of Notice</td>
<td>30130 Interpreter (Sign Language)</td>
<td>WD 1988-0742</td>
</tr>
<tr>
<td><strong>Onsite Captioning</strong>  &gt; 5 Business Days of Notice</td>
<td>30130 Interpreter (Sign Language)</td>
<td>WD 1988-0742</td>
</tr>
<tr>
<td><strong>Onsite Captioning</strong>  &lt; 5 Business Days of Notice</td>
<td>30130 Interpreter (Sign Language)</td>
<td>WD 1988-0742</td>
</tr>
<tr>
<td><strong>Remote Captioning</strong>  &gt; 5 Business Days of Notice</td>
<td>30130 Interpreter (Sign Language)</td>
<td>WD 1988-0742</td>
</tr>
<tr>
<td><strong>Remote Captioning</strong>  &lt; 5 Business Days of Notice</td>
<td>30130 Interpreter (Sign Language)</td>
<td>WD 1988-0742</td>
</tr>
<tr>
<td><strong>Video Remote Services</strong> 30-minute minimum</td>
<td>30130 Interpreter (Sign Language)</td>
<td>WD 1988-0742</td>
</tr>
<tr>
<td><strong>Classified Interpreter – SECRET/TOP SECRET</strong> (OCONUS; Monday – Friday, 7:00 AM to 5:00 PM)  &gt; 5 Business Days of Notice</td>
<td>30130 Interpreter (Sign Language)</td>
<td>WD 1988-0742</td>
</tr>
<tr>
<td><strong>Unclassified Interpreter – UNCLASSIFIED</strong> (OCONUS; Monday – Friday, 7:00 AM to 5:00 PM)  &gt; 5 Business Days of Notice</td>
<td>30130 Interpreter (Sign Language)</td>
<td>WD 1988-0742</td>
</tr>
<tr>
<td><strong>Onsite CART Communication Access Real-Time Transcription Services</strong> (CLASSIFIED)</td>
<td>30130 Interpreter (Sign Language)</td>
<td>WD 1988-0742</td>
</tr>
<tr>
<td>Service</td>
<td>Interpreter Type</td>
<td>Location</td>
</tr>
<tr>
<td>---------------------------------</td>
<td>---------------------------------------</td>
<td>---------------------------------</td>
</tr>
<tr>
<td>Onsite CART</td>
<td>30130 Interpreter (Sign Language)</td>
<td>WD 1988-0742</td>
</tr>
<tr>
<td>Communication Access Real-Time</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Transcription Services</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Unclassified Interpreter</strong></td>
<td>30130 Interpreter (Sign Language)</td>
<td>WD 1988-0742</td>
</tr>
<tr>
<td>(National Capital Region; Monday</td>
<td></td>
<td></td>
</tr>
<tr>
<td>– Friday, 7:00 AM to 5:00 PM)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>&gt; 5 Business Days of Notice</td>
<td></td>
<td></td>
</tr>
<tr>
<td>**Classified Interpreter –</td>
<td>30130 Interpreter (Sign Language)</td>
<td>WD 1988-0742</td>
</tr>
<tr>
<td>SECRET/TOP SECRET</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(National Capital Region; Monday</td>
<td></td>
<td></td>
</tr>
<tr>
<td>– Friday, 7:00 AM to 5:00 PM)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>&gt; 5 Business Days of Notice</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Typewell (Notetaking)</strong></td>
<td>30130 Interpreter (Sign Language)</td>
<td>WD 1988-0742</td>
</tr>
</tbody>
</table>
Labor Category Descriptions

Title: Classified Interpreter-SECRET/TOP SECRET
(Los Angeles and San Francisco, CA; Monday – Friday, 7:00 AM to 5:00 PM)
> 5 Business Days of Notice

Description: Individual provides classified American Sign Language (ASL)/English receptive and expressive simultaneous interpretation in a variety of settings, both alone and in teams, conveying all cultural, linguistic information embedded in the target message. Must possess advanced, accurate voicing skills to mediate both culturally and linguistically from spoken English to ASL and from ASL to spoken English in an equivalent manner. Must be familiar with the terminology and provisions of the American Disabilities Act (ADA).

Classified Interpreters possess skills in a broad range of interpreting assignments ranging from general to highly specialized and technical. Classified Interpreters are used in general assignments including conferences, classes, staff/business meetings, interviews, training courses, and performance evaluations. Individuals must possess a general knowledge of a variety of specialized vocabulary including some technical terms associated with the content they are interpreting. This includes but is not limited to specialized medical terminology, scientific and technical jargon, and accounting and business vernacular.

Individuals must possess current clearances at or above the level of the assignment requirements. This is coordinated via MAIG’s facilities security officer (FSO). Interpreters must possess a minimum Secret clearance for classified assignments, as well as be familiar with the specialized jargon and security procedures necessary to support assignments in a classified environment.

Clearance: Active Security Clearance Required

Minimum Education and Experience: Bachelor’s Degree or higher with Four (4) years of Professional Experience.

National Certification: Must maintain at least one of the following listed below from the Registry for Interpreters for the Deaf (RID):
- Certified Deaf Interpreter (CDI)
- National Interpreter Certification (NIC) with or without levels NIC-Advanced or NIC-Master
- Certificate of Interpreting (CI)
- Certificate of Transliterating (CT)
- National Association of the Deaf (NAD) IV (Advanced)
- NAD V (Superior)

Note: CDI, NIC, CI and CT are administered by RID (www.rid.org), the nationally recognized certifying body of ASL Interpreters in the United States. NAD IV and NAD V were administered by the National Association of the Deaf (NAD) (www.nad.org), which no longer offers interpreter certification.

Title: Classified Interpreter-SECRET/TOP SECRET
(New Orleans, LA; Charleston, SC; and New York, New England, NJ, PA, DE, CT, and WV;
Monday – Friday, 7:00 AM to 5:00 PM)
> 5 Business Days of Notice

Description: Individual provides classified ASL/English receptive and expressive simultaneous interpretation in a variety of settings, both alone and in teams, conveying all cultural, linguistic information embedded in the target message. Must possess advanced, accurate voicing skills to mediate both culturally and linguistically from spoken English to ASL and from ASL to spoken English in an equivalent manner. Must be familiar with the terminology and provisions of the ADA.

Classified Interpreters possess skills in a broad range of interpreting assignments ranging from general to highly specialized and technical. Classified Interpreters are used in general assignments including conferences, classes,
Staff/business meetings, interviews, training courses, and performance evaluations. Individuals must possess a general knowledge of a variety of specialized vocabulary including some technical terms associated with the content they are interpreting. This includes but is not limited to specialized medical terminology, scientific and technical jargon, and accounting and business vernacular.

Individuals must possess current clearances at or above the level of the assignment requirements. This is coordinated via MAIG’s FSO. Interpreters must possess a minimum Secret clearance for classified MAIG assignments, as well as be familiar with the specialized jargon and security procedures necessary to support assignments in a classified environment.

**Clearance:** Active Security Clearance Required

**Minimum Education and Experience:** Bachelor’s Degree or higher with Four (4) years of Professional Experience.

**National Certification:** Must maintain at least one of the following listed below from RID:

- Certified Deaf Interpreter (CDI)
- National Interpreter Certification (NIC) with or without levels NIC-Advanced or NIC-Master
- Certificate of Interpreting (CI)
- Certificate of Transliterating (CT)
- NAD IV (Advanced)
- NAD V (Superior)

**Note:** CDI, NIC, CI and CT are administered by RID (www.rid.org), the nationally recognized certifying body of American Sign Language Interpreters in the United States. NAD IV and NAD V were administered by NAD (www.nad.org), which no longer offers interpreter certification.

---

**Title:** Unclassified Interpreter

(Los Angeles and San Francisco, CA; Monday – Friday, 7:00 AM to 5:00 PM)

> 5 Business Days of Notice

**Description:** Individual provides unclassified ASL/English receptive and expressive simultaneous interpretation in a variety of settings, both alone and in teams, conveying all cultural, linguistic information embedded in the target message. Must possess advanced, accurate voicing skills to mediate both culturally and linguistically from spoken English to ASL and from ASL to spoken English in an equivalent manner. Must be familiar with the terminology and provisions of the ADA.

Unclassified Interpreters possess skills in a broad range of general interpreting assignments. Unclassified Interpreters are used in general assignments including conferences, classes, staff/business meetings, interviews, training courses, and performance evaluations. Individuals must possess a general knowledge of a variety of specialized vocabulary including some technical terms associated with the content they are interpreting. This includes but is not limited to specialized medical terminology, scientific and technical jargon, and accounting and business vernacular.

**Clearance:** None

**Minimum Education and Experience:** Bachelor’s Degree or higher with Four (4) years of Professional Experience.

**National Certification:** Must maintain at least one of the following listed below from Registry for Interpreters for the Deaf:

- Certified Deaf Interpreter (CDI)
- National Interpreter Certification (NIC) with or without levels NIC-Advanced or NIC-Master
- Certificate of Interpreting (CI)
• Certificate of Transliterating (CT)
• NAD IV (Advanced)
• NAD V (Superior)

**Note:** CDI, NIC, CI and CT (are administered by the Registry of Interpreters for the Deaf (www.rid.org), the nationally recognized certifying body of American Sign Language Interpreters in the United States. NAD IV and NAD V were administered by the National Association of the Deaf (www.nad.org), which no longer offers interpreter certification.

---

**Title: Unclassified Interpreter**

*New Orleans, LA; Charleston, SC; and New York, New England, NJ, PA, DE, CT, and WV; Monday – Friday, 7:00 AM to 5:00 PM*

> 5 Business Days of Notice

**Description:** Individual provides unclassified ASL/English receptive and expressive simultaneous interpretation in a variety of settings, both alone and in teams, conveying all cultural, linguistic information embedded in the target message. Must possess advanced, accurate voicing skills to mediate both culturally and linguistically from spoken English to ASL and from ASL to spoken English in an equivalent manner. Must be familiar with the terminology and provisions of the ADA.

Unclassified Interpreters possess skills in a broad range of general interpreting assignments. Unclassified Interpreters are used in general assignments including conferences, classes, staff/business meetings, interviews, training courses, and performance evaluations. Individuals must possess a general knowledge of a variety of specialized vocabulary including some technical terms associated with the content they are interpreting. This includes but is not limited to specialized medical terminology, scientific and technical jargon, and accounting and business vernacular.

**Clearance:** None

**Minimum Education and Experience:** Bachelor’s Degree or higher with Four (4) years of Professional Experience.

**National Certification:** Must maintain at least one of the following listed below from RID:

- Certified Deaf Interpreter (CDI)
- National Interpreter Certification (NIC) with or without levels NIC-Advanced or NIC-Master
- Certificate of Interpreting (CI)
- Certificate of Transliterating (CT)
- NAD IV (Advanced)
- NAD V (Superior)

**Note:** CDI, NIC, CI and CT are administered by RID (www.rid.org), the nationally recognized certifying body of American Sign Language Interpreters in the United States. NAD IV and NAD V were administered by NAD (www.nad.org), which no longer offers interpreter certification.

---

**Title: Onsite Captioning**

> 5 Business Days of Notice

**Description:** Captioner/writer provides communication access real-time transcription (CART) by using stenography equipment or a regular keyboard and special software to transcribe voice to text in real time. Upon client request, the captioner will email a raw (uncorrected and unformatted) transcript to the consumer and/or client after the event concludes, at no additional cost. The onsite captioning will display their product on a laptop, wireless tablet, or production screen for customer to read.
Experience: Two (2) years of professional experience

Minimum Education: Associates Degree

National Certification: Must maintain at least one of the following listed below one more of the following certifications:

- Certified CART Provider (CCP)
- Registered Merit Reporter (RMR)
- Certified Real-time Reporter (CRR)
- Certified Broadcast Captioner (CBC)
- Registered Diplomat Reporter (RDR)
- Registered Professional Reporter (RPR)
- State Certified Shorthand Reporter (CSR)

Title: Onsite Captioning
< 5 Business Days of Notice

Description: Captioner/writer provides communication access real-time transcription (CART) by using stenography equipment or a regular keyboard and special software to transcribe voice to text in real time. Upon client request, the captioner will email a raw (uncorrected and unformatted) transcript to the consumer and/or client after the event concludes, at no additional cost. The onsite captioning will display their product on a laptop, wireless tablet, or production screen for customer to read.

Experience: Two (2) years of professional experience

Minimum Education: Associates Degree

National Certification: Must maintain at least one of the following listed below one more of the following certifications:

- Certified CART Provider (CCP)
- Registered Merit Reporter (RMR)
- Certified Real-time Reporter (CRR)
- Certified Broadcast Captioner (CBC)
- Registered Diplomat Reporter (RDR)
- Registered Professional Reporter (RPR)
- State Certified Shorthand Reporter (CSR)

Title: Remote Captioning
> 5 Business Days of Notice

Description: Captioner/writer provides communication access real-time transcription (CART) by using stenography equipment or a regular keyboard and special software to transcribe voice to text in real time. Upon client request, the captioner will email a raw (uncorrected and unformatted) transcript to the consumer and/or client after the event concludes, at no additional cost. The remote captioner provides this from an offsite location and connects to the customer location via special software as well as a telephone connection. Captions will display on the customer’s laptop, wireless tablet, or production screen for customer to read.

Experience: Two (2) years of professional experience

Minimum Education: Associates Degree
National Certification: Must maintain at least one of the following listed below one more of the following certifications:

- Certified CART Provider (CCP)
- Registered Merit Reporter (RMR)
- Certified Real-time Reporter (CRR)
- Certified Broadcast Captioner (CBC)
- Registered Diplomat Reporter (RDR)
- Registered Professional Reporter (RPR)
- State Certified Shorthand Reporter (CSR)

Title: Remote Captioning
< 5 Business Days of Notice

Description: Responsible for setting up real-time transcription system, including entering special vocabulary/terms into the dictionary used by the Computer-Aided Transcription (CAT) software. Upon client request, the captioner will email a raw (uncorrected and unformatted) transcript to the consumer and/or client immediately after the event, at no additional cost. The remote captioner will display their product on a laptop or production screen for customer to read.

Experience: Two (2) years of professional experience

Minimum Education: Associates Degree

National Certification: Must maintain at least one of the following listed below one more of the following certifications:

- Certified CART Provider (CCP)
- Registered Merit Reporter (RMR)
- Certified Real-time Reporter (CRR)
- Certified Broadcast Captioner (CBC)
- Registered Diplomat Reporter (RDR)
- Registered Professional Reporter (RPR)
- State Certified Shorthand Reporter (CSR)

Title: Video Remote Services
30-minute minimum

Description: Interpreters trained on using video conference equipment. VRI is used when the person using sign language and the person using spoken language are in the same location. VRI is used when a live interpreter is not feasible or available. VRI can be used wherever there is video conference equipment available. Equipment needed by the consumer is a stand-alone video phone/video-conference system or a computer, either lap-top or desk-top, equipped with the necessary software and hardware.

Experience: Two (2) years of professional experience

Minimum Education: Associates Degree

National Certification: Must maintain at least one of the following listed below from Registry for Interpreters for the Deaf:

- Certified Deaf Interpreter (CDI)
Title: Classified Interpreter-SECRET/TOP SECRET
(OCONUS; Monday – Friday, 7:00 AM to 5:00 PM)
> 5 Business Days of Notice

Description: Individual provides classified ASL/English receptive and expressive simultaneous interpretation in a variety of settings, both alone and in teams, conveying all cultural, linguistic information embedded in the target message. Must possess advanced, accurate voicing skills to mediate both culturally and linguistically from spoken English to ASL and from ASL to spoken English in an equivalent manner. Must be familiar with the terminology and provisions of the ADA.

Classified Interpreters possess skills in a broad range of interpreting assignments ranging from general to highly specialized and technical. Classified Interpreters are used in general assignments including conferences, classes, staff/business meetings, interviews, training courses, and performance evaluations. Individuals must possess a general knowledge of a variety of specialized vocabulary including some technical terms associated with the content they are interpreting. This includes but is not limited to specialized medical terminology, scientific and technical jargon, and accounting and business vernacular.

Individuals must possess current clearances at or above the level of the assignment requirements. This is coordinating via MAIG’s facilities security officer. Interpreters must possess a minimum Top Secret clearance for classified MAIG assignments, as well as be familiar with the specialized jargon and security procedures necessary to support assignments in a classified environment.

Clearance: Active Security Clearance Required

Minimum Education and Experience: Bachelor's Degree or higher with Four (4) years of Professional Experience.

National Certification: Must maintain at least one of the following listed below from RID:

- Certified Deaf Interpreter (CDI)
- National Interpreter Certification (NIC) with or without levels NIC-Advanced or NIC-Master.
- Certificate of Interpreting (CI)
- Certificate of Transliterating (CT)
- NAD IV (Advanced)
- NAD V (Superior)

Note: CDI, NIC, CI and CT are administered by RID (www.rid.org), the nationally recognized certifying body of ASL Interpreters in the United States. NAD IV and NAD V were administered by NAD (www.nad.org), which no longer offers interpreter certification.
Title: Unclassified Interpreter
(OCONUS; Monday – Friday, 7:00 AM to 5:00 PM)
> 5 Business Days of Notice

**Description:** Individual provides unclassified ASL/English receptive and expressive simultaneous interpretation in a variety of settings, both alone and in teams, conveying all cultural, linguistic information embedded in the target message. Must possess advanced, accurate voicing skills to mediate both culturally and linguistically from spoken English to ASL and from ASL to spoken English in an equivalent manner. Must be familiar with the terminology and provisions of the ADA.

Unclassified Interpreters possess skills in a broad range of general interpreting assignments. Unclassified Interpreters are used in general assignments including conferences, classes, staff/business meetings, interviews, training courses, and performance evaluations. Individuals must possess a general knowledge of a variety of specialized vocabulary including some technical terms associated with the content they are interpreting. This includes but is not limited to specialized medical terminology, scientific and technical jargon, and accounting and business vernacular.

**Clearance:** None

**Minimum Education and Experience:** Bachelor’s Degree or higher with Four (4) years of Professional Experience.

**National Certification:** Must maintain at least one of the following listed below from RID:
- Certified Deaf Interpreter (CDI)
- National Interpreter Certification (NIC) with or without levels NIC-Advanced or NIC-Master.
- Certificate of Interpreting (CI)
- Certificate of Transliterating (CT)
- NAD IV (Advanced)
- NAD V (Superior)

**Note:** CDI, NIC, CI and CT are administered by RID (www.rid.org), the nationally recognized certifying body of ASL Interpreters in the United States. NAD IV and NAD V were administered by NAD (www.nad.org), which no longer offers interpreter certification.

Title: Onsite CART – Communication Access Real Time Transcription Services (CLASSIFIED)

**Description:** For those who prefer to read a real-time text transcription of a course lecture either as a standalone solution or in conjunction with interpreting services, our transcribers are the answer. These highly experienced professionals are adept at capturing that important lecture or training. The proceedings can be displayed on a laptop right at your desk in a crisp and clear text format.

That’s not all. The benefit continues long after the class is over. The fantastic take away for you is that we can send you a copy of those notes via email. This powerful tool can make all the difference in your success. Instead of having to rely on your classmate or coworker to copy their notes for you, we recommend a professional transcript. Our practitioners will give you a high quality product and they are reliable. Unlike your coworker or classmate, they are always dedicated just to facilitate your communication.

It’s easy to see why using a highly skilled professional can save money and time too. When you are free from barriers, to learn all you can, in every way you can, there is little need to retake a workshop, repeat a class, or rehire a trainer because the full message did not get through the first time. When you have all the tools at your
disposal, it just comes down to you and your effort. Let that real effort shine through without any unnecessary barriers.

No matter how specialized, complex, or technical the content area, we have the right professional to fit your request.

**Experience:** Two (2) years of professional experience

**Clearance:** Active Security Clearance Required

**Minimum Education:** Associates Degree

**National Certification:** Must maintain at least one of the following listed below one more of the following certifications:

- Certified CART Provider (CCP)
- Registered Merit Reporter (RMR)
- Certified Real-time Reporter (CRR)
- Certified Broadcast Captioner (CBC)
- Registered Diplomat Reporter (RDR)
- Registered Professional Reporter (RPR)
- State Certified Shorthand Reporter (CSR)

**Title:** Onsite CART – Communication Access Real Time Transcription Services (UNCLASSIFIED)

**Description:** For those who prefer to read a real-time text transcription of a course lecture either as a standalone solution or in conjunction with interpreting services, our transcribers are the answer. These highly experienced professionals are adept at capturing that important lecture or training. The proceedings can be displayed on a laptop right at your desk in a crisp and clear text format.

That's not all. The benefit continues long after the class is over. The fantastic take away for you is that we can send you a copy of those notes via email. This powerful tool can make all the difference in your success. Instead of having to rely on your classmate or coworker to copy their notes for you, we recommend a professional transcript. Our practitioners will give you a high quality product and they are reliable. Unlike your coworker or classmate, they are always dedicated just to facilitate your communication.

It’s easy to see why using a highly skilled professional can save money and time too. When you are free from barriers, to learn all you can, in every way you can, there is little need to retake a workshop, repeat a class, or rehire a trainer because the full message did not get through the first time. When you have all the tools at your disposal, it just comes down to you and your effort. Let that real effort shine through without any unnecessary barriers.

No matter how specialized, complex, or technical the content area, we have the right professional to fit your request.

**Experience:** Two (2) years of professional experience

**Minimum Education:** Associates Degree

**National Certification:** Must maintain at least one of the following listed below one more of the following certifications:

- Certified CART Provider (CCP)
- Registered Merit Reporter (RMR)
Title: Unclassified Interpreter 
(National Capital Region; Monday – Friday, 7:00 AM to 5:00 PM) 
> 5 Business Days of Notice

Description: Individual provides unclassified ASL/English receptive and expressive simultaneous interpretation in a variety of settings, both alone and in teams, conveying all cultural, linguistic information embedded in the target message. Must possess advanced, accurate voicing skills to mediate both culturally and linguistically from spoken English to ASL and from ASL to spoken English in an equivalent manner. Must be familiar with the terminology and provisions of the ADA.

Unclassified Interpreters possess skills in a broad range of general interpreting assignments. Unclassified Interpreters are used in general assignments including conferences, classes, staff/business meetings, interviews, training courses, and performance evaluations. Individuals must possess a general knowledge of a variety of specialized vocabulary including some technical terms associated with the content they are interpreting. This includes but is not limited to specialized medical terminology, scientific and technical jargon, and accounting and business vernacular.

Clearance: None

Minimum Education and Experience: Bachelor's Degree or higher with Four (4) years of Professional Experience.

National Certification: Must maintain at least one of the following listed below from RID:

- Certified Deaf Interpreter (CDI)
- National Interpreter Certification (NIC) with or without levels NIC-Advanced or NIC-Master.
- Certificate of Interpreting (CI)
- Certificate of Transliterating (CT)
- NAD IV (Advanced)
- NAD V (Superior)

Note: CDI, NIC, CI, and CT are administered by RID (www.rid.org), the nationally recognized certifying body of ASL Interpreters in the United States. NAD IV and NAD V were administered by NAD (www.nad.org), which no longer offers interpreter certification.

Title: Classified Interpreter SECRET/TOP SECRET 
(National Capital Region; Monday – Friday, 7:00 AM to 5:00 PM) 
> 5 Business Days of Notice

Description: Individual provides classified ASL/English receptive and expressive simultaneous interpretation in a variety of settings, both alone and in teams, conveying all cultural, linguistic information embedded in the target message. Must possess advanced, accurate voicing skills to mediate both culturally and linguistically from spoken...
English to ASL and from ASL to spoken English in an equivalent manner. Must be familiar with the terminology and provisions of ADA.

Classified Interpreters possess skills in a broad range of interpreting assignments ranging from general to highly specialized and technical. Classified Interpreters are used in general assignments including conferences, classes, staff/business meetings, interviews, training courses, and performance evaluations. Individuals must possess a general knowledge of a variety of specialized vocabulary including some technical terms associated with the content they are interpreting. This includes but is not limited to specialized medical terminology, scientific and technical jargon, and accounting and business vernacular.

Individuals must possess current clearances at or above the level of the assignment requirements. This is coordinating via MAIG’s facilities security officer. Interpreters must possess a minimum Top Secret clearance for classified MAIG assignments, as well as be familiar with the specialized jargon and security procedures necessary to support assignments in a classified environment.

**Clearance:** Active Security Clearance Required

**Minimum Education and Experience:** Bachelor’s Degree or higher with Four (4) years of Professional Experience.

**National Certification:** Must maintain at least one of the following listed below from RID:

- Certified Deaf Interpreter (CDI)
- National Interpreter Certification (NIC) with or without levels NIC-Advanced or NIC-Master.
- Certificate of Interpreting (CI)
- Certificate of Transliterating (CT)
- NAD IV (Advanced)
- NAD V (Superior)

**Note:** CDI, NIC, CI, and CT are administered by RID (www.rid.org), the nationally recognized certifying body of ASL Interpreters in the United States. NAD IV and NAD V were administered by NAD (www.nad.org), which no longer offers interpreter certification.

**Title: Typewell Speech-to-Text Notetaking**

**Description:** A TypeWell transcriber uses special software along with a laptop computer and will transcribe meaning-for-meaning what is said during an assignment. The customer using the service will be able to read, in real-time, from a second laptop, and will also be able to type in questions or comments that provider can voice. Electronic transcript can be provided upon request. TypeWell transcribers possess skills in a broad range of general transcribing assignments. TypeWell transcribers are used in general assignments including classes, staff/business meetings, interviews, training courses, performance evaluations and conferences.

**Experience:** Two (2) years of experience

**Minimum Education:** Associate Degree