



**ON-DEMAND REMOTE INTERPRETING
(OPI AND VRI) AND DOCUMENT TRANSLATION**

Led by the State of New Mexico

Master Agreement #: 90-000-18-00003AG

Contractor: **Voiance Language Services, LLC**

Participating Entity: **STATE OF IDAHO**

The following services are included in this contract portfolio:

- On-Demand Remote Document Translation
- On-Demand Remote Over the Phone Interpreting
- On-Demand Remote Video Remote Interpreting

Master Agreement Terms and Conditions:

1. **Scope:** This addendum covers the *On-Demand Remote Interpreting (OPI And VRI) And Document Translation* led by the State of New Mexico for use by state agencies and other entities located in the Participating State authorized by that State’s statutes to utilize State contracts with the prior approval of the State’s Chief Procurement Official.
2. **Participation:** This NASPO ValuePoint Master Agreement may be used by all state agencies, institutions of higher education, political subdivisions and other entities authorized to use statewide contracts in the State of Idaho. Issues of interpretation and eligibility for participation are solely within the authority of the State Chief Procurement Official.
3. **Primary Contacts:** The primary contact individuals for this Participating Addendum are as follows (or their named successors):

Contractor

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|------------|---|
| Name: | Voiance Language Services, LLC |
| Address: | 2650 E. Elvira Road, Suite 132, Tucson, Arizona 85756 |
| Telephone: | (520) 745-9447 Bill Martin (520) 573-2367 |
| Fax: | (520) 745-9022 |
| Email: | bmartin@voiance.com |

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Participating Entity

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| Name: | Chelsea Robillard, Lead Purchasing Officer |
| Address: | 304 N 8 th St., Rm 403, Boise ID 83702 |
| Telephone: | 208-332-1607 |
| Fax: | 208-327-7320 |
| Email: | Chelsea.Robillard@adm.idaho.gov |

4. PARTICIPATING ENTITY MODIFICATIONS OR ADDITIONS TO THE MASTER AGREEMENT

These modifications or additions apply only to actions and relationships within the Participating Entity.

Participating Entity must check one of the boxes below.

No changes to the terms and conditions of the Master Agreement are required.

The following changes are modifying or supplementing the Master Agreement terms and conditions.

(Master Agreement 90-000-18-00003AB – Section 4 Amendments):

Amendments to the Master Agreement will automatically be incorporated in this PADD unless the State elects not to incorporate an amendment by providing written notification to Contractor; which notice must be provided within ten (10) calendar days of the date of the amendment, in order to be effective.

(Master Agreement 90-000-18-00003AB – Section 6 Administrative Fees and Section 7 NASPO ValuePoint Summary and Detailed Usage Reports):

Idaho Administrative Fee and Quarterly Usage Report. A one and one-quarter percent (1.25%) Administrative Fee will apply to all purchases made under the resulting PADD by any state or public agency in Idaho, the State of Idaho understands and agrees that Contractor will raise the Master Agreement prices by this amount. On a quarterly basis, the Contractor must remit to the State of Idaho an amount equal to one and one-quarter percent (1.25%) of the Contractor's net (sales minus credits) quarterly sales made under the PADD. Administrative Fee payments and reports to the State of Idaho are due no later than thirty (30) calendar days after the end of each calendar quarter. Notwithstanding the adjustment, all pricing updates and other terms and conditions of pricing shall be as set forth in the Utah Master Agreement No. MA152-1).

State of Idaho Reporting Timeline:

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- 1st Quarter: July 1 – September 30
- 2nd Quarter: October 1 – December 31
- 3rd Quarter: January 1 – March 31
- 4th Quarter: April 1 – June 30

Report of Contract Purchases:

Contractor will furnish detailed usage reports as designated by the State. In ADDITION to any required detailed usage reports, Contractor must also submit a summary quarterly report of purchases made from the Contract utilizing the **PADD SUMMARY USAGE REPORT FORM** available for download at <https://purchasing.idaho.gov/information-for-vendors/> . A Summary Usage Report Form must be submitted for each quarter (enter "0" if no purchases were made during a quarter), and must include a breakdown of purchases by Entity Type (i.e. State Agency, Higher Education, K-12, City, County and 'other'), as provided on the Form.

E-mail your completed Quarterly Summary Usage Reports to:

purchasing@adm.idaho.gov.

Mail your check, in the amount of the Quarterly Administrative Fee, to:

Division of Purchasing, State of Idaho
P.O. Box 83720
Boise, ID 83720-0075

5. **Lease Agreements:** Reserved

6. **Subcontractors:** All contactors, dealers, and resellers authorized in the State of Idaho, as shown on the dedicated Contractor (cooperative contract) website, are approved to provide sales and service support to participants in the NASPO ValuePoint Master Agreement. The contractor's dealer participation will be in accordance with the terms and conditions set forth in the aforementioned Master Agreement.



7. **Orders:** Any order placed by a Participating Entity or Purchasing Entity for a product and/or service available from this Master Agreement shall be deemed to be a sale under (and governed by the prices and other terms and conditions) of the Master Agreement unless the parties to the order agree in writing that another contract or agreement applies to such order.



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IN WITNESS, WHEREOF, the parties have executed this Addendum as of the date of execution by both parties below.

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| Participating Entity: State of Idaho | Contractor: Voiance Language Services, LLC |
| Signature:  | Signature:  |
| Name: Chelsea Robillard | Name: J. Austin Wade |
| Title: Lead Purchasing Officer | Title: Senior Vice President |
| Date: 02/28/2020 | Date: |

For questions on executing a participating addendum, please contact:

NASPO ValuePoint

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|--------------------------------------|--|
| Cooperative Contracting Coordinator: | Tara Larwick |
| Telephone: | 720-551-9530 |
| Email: | tlarwick@naspovaluepoint.org |

***[Please email fully executed PDF copy of this document to
PA@naspovaluepoint.org
to support documentation of participation and posting in
appropriate data bases.]***