



CONTRACT RENEWAL LETTER

Date: October 12, 2021
Contract #: UCPJMU5374
Service: Braille Transcription Services
Renewal Period: 11/29/2021 to 11/28/2022
Renewal #: 3 of 4 One-Year
Issued By: James Madison University
Jeremy Good, Buyer Specialist

Ph: 540-568-3131

Fx: 540-568-7935

Contractor: T-Base Communications USA, Inc
Attn: Ariel Kunar
806 Commerce Park
Ogdensburg, NY 13669

Ph: 800-563-0668 ext 1267

Contract Administrator: Christina Wulf, Student Affairs

Description of Renewal Notice:

In accordance with the renewal provision of the original contract all terms, conditions, and specifications of the original contract remain the same during the contract renewal period, along with any modifications that have been incorporated up until this point. The contract pricing will remain the same and is attached to this renewal.

All invoices shall be submitted within sixty days of contract renewal term expiration as well as for each subsequent contract renewal period. Any invoices submitted after the sixty day period will not be processed for payment.

Return one executed renewal notice to my attention within ten days.

T-Base Communications USA, Inc

By: 
Ariel Kunar

Name (print)

CEO 10/12//2021

Title Date Signed

James Madison University

By: 
Jeremy Good,

Name (print)

Buyer Specialist 10/12/2021

Title Date Signed

Contract #: UCPJMU5374

Contractor: T-Base Communications USA, Inc

Renewal Period: 11/29/2021 – 11/28/2022

Commodity: Braille Transcription Services

PRICING SCHEDULE

| Transcription Fees (per page) | <u>Level 1</u> | <u>Level 2</u> | <u>Level 3</u> |
|---|----------------|----------------|----------------|
| EBAE Braille Literary | \$5.00 | \$6.25 | \$7.50 |
| Nemeth Braille | \$7.50 | \$7.50 | \$7.50 |
| UEB Technical | \$7.50 | \$7.50 | \$7.50 |
| UEB Literary | \$6.25 | \$7.00 | \$7.50 |
| UEB with Nemeth | \$7.50 | \$7.50 | \$7.50 |
| Foreign Language Braille (EBAE or UEB) | \$7.50 | \$8.50 | \$9.50 |
| Tactile Graphics (Swell Touch) Creation | \$12.50 | \$12.50 | \$12.50 |

Above pricing assumes receipt of extractable electronic files, add \$3.00 per output page if not

Level 1 - The document is written in plain language, has no visual elements, such as charts, tables or illustrations and uses simple numbering systems, if any.

Level 2 - The document requires modification involving: re-creation of essential visual images as text, incorporation of footnotes and sidebars into narrative text and re-configuration of nested numbering systems.

Level 3 - The document requires further modification involving: incorporation of page cross-references in the text, incorporation of basic charts, graphs and tables as narrative.

Production Fees

| | | |
|---|--------|------------|
| Braille Paper | \$0.30 | per page |
| Thermofom (Swell Touch) Pages - Copies | \$4.00 | per page |
| Large Print Paper | \$0.25 | per page |
| Cover Page | \$0.40 | per page |
| Cerlox for braille; After 15 sheets | \$4.00 | per volume |
| Spiral for Large Print; After 20 sheets | \$4.50 | per volume |
| CD including labels | \$6.00 | per CD |

Notes:

- All page pricing is based on output page
- Shipping is charged as a pass-through cost
- All pricing is in USD

Additional services available:

| Service | Detail | Cost |
|-------------------------|----------------------------|-------------|
| Web Accessibility Audit | High-level audit (~7 days) | \$8,400.00 |
| | Detailed audit (~15 days) | \$18,000.00 |

Note: The cost can be tailored depending on the size, complexity and number of landing pages in the organization's website portfolio.

| | | |
|----------------------------------|--|------------------------------|
| Document Remediation (PDF/UA) | Simple, formatted 10-page document (3-5 business days). Larger and more complex documents will be quoted based on an hourly rate of \$75.00 per hour. | \$150.00* per document |
|----------------------------------|--|------------------------------|

*Based on the complexity and length of the document. Charts, images and graphs requiring additional tagging increase the complexity of the document.

| | | |
|----------------------------|-------------------|-------------|
| Web Accessibility Training | Full-day training | \$4,500.00 |
| Accessible PDF& Office | Half-day training | \$3,500.00 |
| Document Training | Full-day training | \$4,500.00* |

*Full-day course recommended. It is also recommend providing T-Base with sample organization documents for customization and use as examples during training.

| | | |
|-------------------------------------|-------------------|------------|
| Accessibility Awareness Training | Half-day training | \$3,500.00 |
|-------------------------------------|-------------------|------------|

Notes:

Travel & living expenses not included

Customization for training is available at an additional cost of \$1,200/day

Training is provided onsite and for groups of 10-12 people

1. Should travel be required during the term of this contract, all travel expenses shall be in accordance with the U.S. General Services Administration (GSA) allowance for lodging, meals, and incidentals.

<http://www.gsa.gov/portal/content/104877>

<http://www.gsa.gov/portal/content/101518>

2. Contractor has disclosed all potential fees. Additional charges will not be accepted.