



MULTICULTURAL COMMUNITY SERVICE

*Government of the  
District of Columbia  
Language Services Catalog*



Contract Number DCPO-2012-B-0067

*MCS is a Vendor for  
Interpretation and Translation Services  
to the Government of the District of Columbia*

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# About MCS

In April of 2012, Multicultural Community Service (MCS) was selected as a vendor to provide interpretation and translation services to the Government of the District of Columbia. The MCS is a Washington, D.C.-based non-profit organization dedicated to fostering effective communication between English and non-English-speakers by reducing language barriers.

In the early 1990s following the devastating May 1991 riots that took place in the Mount Pleasant, Columbia Heights and Adams Morgan neighborhoods of Washington, D.C., which resulted from tensions between the African American and Latino communities, and between both communities and area law enforcement, several community residents gathered to discuss how they could help empower the residents of these neighborhoods to view diversity as a strength, not a weakness. These community members eventually formed MCS. Your partnership with MCS will not only meet all of your language services needs but will help MCS further its non-profit work to promote civic participation in our nation's capital among residents with Limited English Proficiency (LEP).

Language Services Offered:

**Interpretation** in more than 20 languages including simultaneous interpretation, consecutive interpretation and sight translation. All MCS interpreters have either completed MCS' 70-hour community interpreter training, are federal or state certified court interpreters, or hold a master's degree in conference interpreting.

**Translation** in more than 20 languages. MCS provides a quick-turn around translations for a variety of document, such as: legal briefs, brochures, transcripts, intakes, speeches. All translations are proof-read for accuracy and completeness. MCS' translators are members of the American Translators Association (ATA) or have a BA or master's degree in translation.

Customer Service is our priority

MCS' highly experienced staff is on call to provide you with excellent customer service to facilitate your language services needs. For additional information including request forms to aide you in obtaining services, please visit [www.mcsdc.org](http://www.mcsdc.org) or call (202) 238-9355.

## Greeting

Greetings and thank you for your interest in MCS.

For more than ten years, MCS has been serving the D.C. community by providing high quality affordable language services. As a non-profit organization, we conduct this work to promote equal access to information and services for the LEP community. The ability to receive information and services in their primary language is paramount for LEP residents to provide for themselves and their families while they journey to experience their version of the American Dream. Thank you for allowing us partner with you in this important work!



Jared D. Cohen, MBA, Executive Director, Multicultural Community Service (MCS)

## Language Services Resources:

In order to aid you in selecting a Language Services partner, the following definitions and information may be helpful:

### Interpretation

Interpretation is the oral translation of the language. There are three types of interpretation:



*Simultaneous interpretation:* for small or large scale events, this includes conference interpretation service, community meetings, or administrative hearings. This type of interpretation requires minimum of two interpreters per language and interpretation equipment (wireless, portable or interpreter booths). Simultaneous interpretation cuts meeting times in half, allows limited English speaking participants to receive the same information at the same time as their English speaking counterparts and eliminates the need to segregate people of different languages groups.

*Consecutive interpretation:* for attorney-client meeting, administrative hearings, also includes escort interpretation. For large scale events, this type of interpretation requires the English presenter to pause while the interpreter relays the message to the participants with limited English proficiency.

*Sight Translation:* oral language translation of documents during interpretation sessions.

### Translation

Translation is the act or process of translating from one language into another (for example: translating a document from English to Spanish).



# *Rates*

## *Interpretation Services*

<b>Service Type</b>	<b>Rate Per Hour (Per Interpreter) Two Hour Minimum</b>
Face to Face Interpretation	<b>Please call MCS at</b>
Medical or Legal Certified Interpreters	<b>202-238-9355 or</b>

<b>Equipment</b>	<b>Rate</b>
Language Transmitter	<b>DC Office of Contracting</b>
Language Receiver	<b>and Procurement to</b>
Technician	<b>obtain prices</b>

## *Translation Services*

<b>Service Type</b>	<b>Rate Per Target Language Word*</b>
Document Translation	<b>Please see above</b>

\*Target language word is determined by multiplying each source language word by 1.5.

# *Languages*

The above rates are for the following languages: Amharic, Arabic, Chinese (both simplified and traditional for written, and Mandarin and Cantonese for Oral Interpretation), French, Haitian (Creole), Hindi, Korean, Portuguese, Spanish, Urdu, and Vietnamese.

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