

## Tentative Scope of Work and Work Order for Pacific Gateway Center

In general, the Pacific Gateway Center will perform translation and interpretation services for the Honolulu High-Capacity Transit Corridor Project. Translation will be required for documents originating from the project for distribution to the public and for documents received from the public for use by the project team members. Interpretation will be required for public meetings and hearings as scheduled.

Language requirements include, but are not limited to: Japanese, Ilocano, Tagalog, Chinese (Mandarin, Cantonese), Korean, Vietnamese, Spanish, Samoan and Laotian. Specific languages will be specified at the time of coordination for translation and interpretation services needed.

Work Order: Translation services are required to translate a one page information flier into Ilocano, Tagalog, Vietnamese, Korean, Chinese, Japanese, Spanish, Samoan and Laotian. Product will be a complete translation in a Word document or .pdf file in the same presentation format as provided. Translation must be completed by November 18, 2005.

Translation services are required for a Public Service Announcement (PSA) to be broadcast on non-English speaking radio stations and “one-liner” written sentences for reference material. The PSA and other one-line phrases will be translated into Ilocano, Tagalog, Vietnamese, Korean, Chinese, Japanese, Spanish, Samoan and Laotian to be completed by November 18, 2005.

Interpretation and translation services for Ilocano, Veitnamese, Korean, Tagalog, Vietnamese, Korean, Chinese, Japanese, Spanish, Samoan and Laotian will also be required at public scoping meetings to be held on December 13 and 14, 2005. The December 13<sup>th</sup> meeting will be held at Blaisdell Center, Pikake Room from 5 to 8 p.m. and December 14<sup>th</sup> at Kapolei Middle School from 7 to 9 p.m.

The work order has a fixed-price authorization of \$\_\_\_\_\_ to be invoiced per the master agreement.