



January 12, 2017

Mount Diablo Unified School District
1936 Carlotta Dr.
Concord, CA 94519

Re: Quote for DTS Translation Services

QUOTE: T-9451904

As requested, please find a quote to translate your document(s) from English to Spanish. The quote was calculated based on a review of the file(s) you provided. A description of the documents and services to be rendered is provided below for your review.

Description of Services

Translation performed by a native speaker and then proofread by a second native linguist.

Document Details

		Price
Name:	2016-2017 Single Plan for Student Achievement	\$21,578
Number of Words:	159,982	
Estimated Turnaround Time:	N/A	

Project Approval

I, the undersigned, request that DTS proceed with the translation project outlined in this quote and agree to pay the fee indicated in the selected payment option below, as indicated by my initials.

Signed: _____ **Date:** _____

Print Name: _____

Position: _____

Please, complete the section above, select a payment option on the following page and return all pages via fax to 858-587-4640. You can also email a scanned copy of the project approval to aaron@doc-tracking.com. Thank you!



Account Name	Total Word Count	Quote
Bel Air Elementary School	6,247	\$843
Cambridge Elementary School	5,492	\$741
Concord High School	5,195	\$701
Crossroads Small Continuation High School	8,408	\$1,135
Delta View Elementary School	3,327	\$449
Diablo Community Day School	3,851	\$519
El Dorado Middle School	4,476	\$604
El Monte Elementary School	3,332	\$449
Fair Oaks Elementary School	7,221	\$974
Gateway Small Continuation High School	2,371	\$320
Gregory Gardens Elementary School/Robert R Shearer PK	4,703	\$634
Horizons Center for Independent Study	2,675	\$361
Meadow Homes Elementary School	8,243	\$1,112
Mountain View Elementary School	1,679	\$226
Mount Diablo High School	5,185	\$699
Oak Grove Middle School	8,799	\$1,187
Olympic Continuation High School/Alliance	8,224	\$1,110
Pine Hollow Middle School	4,462	\$602
Pleasant Hill Middle School	4,087	\$551
Prospect Small Continuation High School	3,320	\$448
Riverview Middle School	4,683	\$632
Rio Vista Elementary School	3,450	\$465
Sequoia Elementary School	2,228	\$300
Shore Acres Elementary School	6,240	\$842
Silverwood Elementary School	2,459	\$331
Summit Small Continuation High School	1,985	\$267
Sun Terrace Elementary School	3,385	\$456
Sunrise Special Education/Shadelands	4,693	\$633
Valley View Middle School	4,828	\$651
Westwood Elementary School	4,955	\$668
Woodside Elementary School	4,855	\$655
Wren Avenue Elementary School	4,628	\$624
Ygnacio Valley Elementary School	4,579	\$618
Ygnacio Valley High School	5,717	\$771

34 sites



Payment Options

Translations priced at \$500 or less must be paid for via credit card. Translations priced at more than \$500 can be paid for by any major credit card or invoiced upon completion with the submission of a purchase order before translation work begins. DTS cannot accept a delay in payment due to documents awaiting approval. Prices quoted are valid for 30 days from the date of this memo.

Initials	Payment will be provided via...	Price
_____	Credit Card (3.5% service fee assess by credit card processor): Type: _____ Name on Card: _____ Number: _____ Expiration MM/YY: _____ CVC (3-digit code): _____ Zip Code: _____	\$21,578
_____	Purchase Order Number: _____	\$21,578

Please Make Checks Payable To: Document Tracking Services

Send to:

Aaron Tarazon, Director
Document Tracking Services
10225 Barnes Canyon Road, Suite A200
San Diego, CA 92121
858-784-0967 - Phone
858-587-4640 - Corporate Fax