



**Superior Court of Arizona in  
Maricopa County  
Justice Court  
Adult Probation  
Juvenile Probation  
Request for Proposal  
Cover Page**

**Solicitation Number:** 180005-RFP  
**Title:** Language Proficiency Exam Services (Oral)  
**Solicitation Due Date / Time:** **Thursday, October 19, 2017, at 3:00 P.M. Arizona Time**  
**Submittal Location:** Superior Court of Arizona in Maricopa County  
Contracts Department  
201 West Jefferson Street  
Central Court Building, Lower Level  
Phoenix, Arizona 85003

**Description of Procurement:** This solicitation is for the Superior Court of Arizona in Maricopa County, to obtain responsive and responsible, qualified contractor(s) to provide the service of Oral Proficiency Testing in multiple languages, utilizing the American Council for the Teaching of Foreign Languages (ACTFL) testing instruments.

In accordance with the Judicial Procurement Code, competitive sealed proposals for the materials or services specified will be received by the Superior Court of Arizona in Maricopa County Contracts Department at the above specified location until the time and date cited.

Offers must be in the actual possession of the Superior Court of Arizona in Maricopa County Contracts Department on or prior to the time and date, and at the submittal location indicated above. ***Late offers will not be considered.***

**Offers must be submitted in a sealed envelope or package with the Solicitation Number and the Offeror's name and address clearly indicated on the envelope or package. All offers must be completed in ink or typewritten. Additional instructions for preparing an offer are included in this Solicitation.**

Persons with disabilities may request special accommodations such as interpreters, alternate formats, or assistance with physical accessibility. Requests for special accommodations must be made with 72 hours prior notice. Such requests are to be addressed to the Solicitation Contact Person or Contract Specialist.

***OFFERORS ARE STRONGLY ENCOURAGED TO CAREFULLY READ THE ENTIRE SOLICITATION.***

**Jennifer Gates**  
Procurement Officer

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