



# Monterey County

Board of Supervisors  
Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

## Board Report

Legistar File Number: A 19-341

November 05, 2019

Introduced: 9/6/2019

Version: 1

Current Status: Agenda Ready

Matter Type: BoS Agreement

- a. Authorize the Contracts/Purchasing Officer to execute the Acknowledgement and Consent to the Assignment and Assumption Agreement between Financial, Administrative, Secretarial & Translation Services (F.A.S.T. Services) (Assignee) and F.A.S.T. Services, Incorporated (Assignor) when signed by the Contracts/Purchasing Officer; and
- b. Approve and authorize the Contracts/ Purchasing Officer to execute Amendment No. 2 to Agreement with F.A.S.T. Services, Incorporated in the amount of \$10,000 for a total contract amount of \$25,000, for language interpretation services as needed by Monterey County Probation.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Authorize the Contracts/Purchasing Officer to execute the Acknowledgement and Consent to the Assignment and Assumption Agreement between Financial, Administrative, Secretarial & Translation Services (F.A.S.T. Services) (Assignee) and F.A.S.T. Services, Incorporated (Assignor) when signed by the Contracts/Purchasing Officer; and
- b. Approve and authorize the Contracts/ Purchasing Officer to execute Amendment No. 2 to Agreement with F.A.S.T. Services, Incorporated in the amount of \$10,000 for a total contract amount of \$25,000, for language interpretation services as needed by Monterey County Probation.

### SUMMARY:

The Probation Department recommends: 1) the approval of the proposed Amendment No. 2 to the Agreement in the amount of \$10,000 for language interpretation services and 2) to authorize the Contracts Purchasing Officer to sign the F.A.S.T. Services Assignment and Assumption Agreement pursuant to the vendor's change in business status.

### DISCUSSION:

In April 2017, Probation entered into a 2-year agreement with Financial, Administrative, Secretarial & Translation Services (FAST Services) to provide language interpretation services as needed by the Department. The Agreement was amended in March 2019 to extend for two (2) additional years and increase the Agreement by \$3,000, for a total not to exceed amount of \$15,000 for continued services. The recommended Amendment No. 2 increases the funding by \$10,000, for a total contract amount of \$25,000, to support an increased need for services. In addition, during the month of August 2019, Probation was notified that FAST Services had changed its business structure and tax identification number, becoming F.A.S.T. Services, Incorporated. FAST Services represents that F.A.S.T. Services, Incorporated will assume all rights and obligations of FAST Services. This action requires Board of Supervisors' approval.

A copy of both Amendment No. 2, and the Assignment and Assumption Agreement are on file with the Clerk of the Board.

OTHER AGENCY INVOLVEMENT:

The Office of County Counsel-Risk Management has reviewed and approved both Amendment No. 2 and the Assignment and Assumption Agreement as to legal form and risk provisions, and the Auditor-Controller has reviewed and approved Amendment No. 2 as to payment provisions.

FINANCING:

The current funding for this Agreement is not affected by the Assignment and Assumption Agreement; funding for Amendment No. 2 is contained in Probation's Approved Budget for FY 19-20. There is no additional cost to the County General Fund with this recommended action.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This recommendation supports the Board of Supervisor Strategic Initiatives of Administration by allowing the Department to continue to communicate effectively with its adult clients, and justice involved youth and their families.

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

Prepared by: Wendi Reed, Management Analyst II, ext. 3985

Approved by: Marcia Parsons, Chief Probation Officer, ext. 3913

*Marcia Parsons*  
10-14-19

Attachments:

- Amendment No. 2 to Agreement with F.A.S.T. Services, Inc.
- Assignment and Assumption Agreement
- Amendment No. 1 to Agreement with F.A.S.T. Services
- Agreement with F.A.S.T. Services for language interpretation services