



Monterey County

Item No.

Board Report

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

Legistar File Number: 21-460

June 08, 2021

Introduced: 5/13/2021

Current Status: Agenda Ready

Version: 1

Matter Type: General Agenda Item

- a) Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Countywide Service Agreements to provide Language Translation and/or Interpretation Services based on the criteria set forth in RFP #10745. The agreements are between the County of Monterey and the twelve (12) named vendors as follows: MediaLocate, Inc., AllWorld Language Consultants, Inc., Hanna Interpreting Services, Inc., Telelanguage, Inc., Lionbridge Global Solutions II, Inc., Language Line Services, Inc., Idea Language Services, LLC. dba Idea Translations, Daniel Shamebo Sabor dba Languages Translation Services, WorldWide Interpreters, Inc., Cal Interpreting & Translations, Inc., Avantpage, Inc., and Fox Medical Case Management dba Fox Translation Services, on an as-needed basis for the initial term of three (3) years from June 10, 2021 through and including June 10, 2024 with the option to extend the agreements for two (2) additional one (1) year periods, for a total not to exceed a maximum five (5) year Agreement. The aggregate amount over the term of all Agreements shall not exceed \$2,000,000, in accordance with the terms and conditions set within each Agreement; and
- b) Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute, after one year, similar additional Agreements for Language Translation and/or Interpretation Services with qualified contractors who meet the minimum requirements and comply with the County of Monterey standard terms and conditions, where each individual agreement does not affect the total aggregate amount authorized. Any additional Agreements shall terminate June 10, 2024; and
- c) Authorize the Contracts/Purchasing Officer to increase the cumulative “not to exceed” amount by up to 10% of the original aggregate amount of \$2,000,000, even if no additional Agreements are entered into.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a) Approve and authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute Countywide Service Agreements to provide Language Translation and/or Interpretation Services based on the criteria set forth in RFP #10745. The agreements are between the County of Monterey and the twelve (12) named vendors as follows: MediaLocate, Inc., AllWorld Language Consultants, Inc., Hanna Interpreting Services, Inc., Telelanguage, Inc., Lionbridge Global Solutions II, Inc., Language Line Services, Inc., Idea Language Services, LLC. dba Idea Translations, Daniel Shamebo Sabor dba Languages Translation Services, WorldWide Interpreters, Inc., Cal Interpreting & Translations, Inc., Avantpage, Inc., and Fox Medical Case Management dba Fox Translation Services, on an

- as-needed basis for the initial term of three (3) years from June 10, 2021 through and including June 10, 2024 with the option to extend the Agreements for two (2) additional one (1) year periods, for a total not to exceed a maximum five (5) year Agreement. The aggregate amount over the term of all Agreements shall not exceed \$2,000,000, in accordance with the terms and conditions set within each Agreement; and
- b) Authorize the Contracts/Purchasing Officer or Contracts/Purchasing Supervisor to execute, after one year, similar additional Agreements for Language Translation and/or Interpretation Services with qualified contractors who meet the minimum requirements and comply with the County of Monterey standard terms and conditions, where each individual Agreement does not affect the total aggregate amount authorized. Any additional Agreements shall terminate June 10, 2024; and
 - c) Authorize the Contracts/Purchasing Officer to increase the cumulative “not to exceed” amount by up to 10% of the original aggregate amount of \$2,000,000, even if no additional Agreements are entered into.

SUMMARY/DISCUSSION:

Approval of the recommended action will enable the County to assure a reliable source of Translation and/or Interpretation Services on an as-needed basis to the County of Monterey for the initial term of three (3) years from June 10, 2021 through and including June 10, 2024 with the option to extend the Agreements for two (2) additional one (1) year periods, for a total not to exceed a maximum five (5) year Agreement. Services shall include but are not limited to, interpretation which includes both verbal and interpretation via the telephone, video, or on-site, translation of written publications, manuals, business and government documents and sign language, which is not just verbatim, but also conveys significance and implications. Each Agreement is based upon County requirements as set forth in the terms and conditions of RFP #10745. Each Agreement will be included on the Countywide Service Agreement schedule, so that departments can see these resources are available, eliminating the need for individual Agreements with each County department. The aggregate amount to be spent for all identified Agreements over the five (5) year term is not to exceed \$2,000,000. Copies of the Agreements are on file with the Clerk of the Board.

Additionally it is recommended that the Contracts/Purchasing Officer or the Contracts/Purchasing Supervisor be authorized to enter into additional similar Agreements after one year, with other vendors who otherwise meet the qualifications of RFP #10745 and agree to the same terms and conditions as approved vendors and where each additional Agreement would terminate at the same time as the Agreements presented before the Board for approval today. It is also recommended that the Contracts/Purchasing Officer or the Contracts/Purchasing Supervisor be authorized to increase the cumulative ‘not to exceed’ amount by up to 10% of the original aggregate amount of \$2,000,000 whether or not additional Agreements are entered into. This authority will provide needed flexibility to the County to deal with currently unanticipated needs.

OTHER AGENCY INVOLVEMENT:

County Counsel and Auditor Controller has reviewed and approved this request.

Legistar File Number: 21-460

FINANCING:

Funds for these services are contained within the approved budget allocations of the departments utilizing the services. Expenditures will depend on the actual services requested by individual County departments. Based upon historical usage, the aggregate amount to be spent for all Agreements issued under RFP #10745 is not anticipated to exceed \$2,000,000 over the five (5) year term.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Security is a vital part of ensuring visitors as well as employees are safe when conducting business at a county facility.

- ☐ Economic Development
- ☒ Administration
- ☐ Health and Human Services
- ☐ Infrastructure
- ☐ Public Safety

Prepared by: Tom Skinner, Management Analyst III, 5791

DocuSigned by:

W.T. Skinner

6/1/2021 | 2:21 PM PDT

30F2300D718745F...

Approved by: Mike Derr, Contracts/Purchasing Officer, 4992

DocuSigned by:

Michael R. Derr

6/1/2021 | 2:26 PM PDT

367942E6F649429...

Attachments:

MediaLocate, Inc. Agreement
 AllWorld Language Consultants, Inc. Agreement
 Hanna Interpreting Services, Inc. Agreement
 Telelanguage, Inc. Agreement
 Lionbridge Global Solutions II, Inc. Agreement
 Language Line Services, Inc. Agreement
 Idea Language Services, LLC. dba Idea Translations Agreement
 Daniel Shamebo Sabor dba Languages Translation Services Agreement
 WorldWide Interpreters, Inc. Agreement
 Cal Interpreting & Translations, Inc. Agreement
 Avantpage, Inc. Agreement
 Fox Medical Case Management dba Fox Translation Services Agreement

Legistar File Number: 21-460
