



COMMISSIONERS COURT COMMUNICATION

REFERENCE NUMBER _____

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DATE: 08/20/2024

**SUBJECT: RFP NO. F2023183 - ANNUAL CONTRACT FOR ONSITE
LANGUAGE INTERPRETATION SERVICES - PUBLIC HEALTH -
VARIOUS VENDORS - EXERCISE FIRST OPTION FOR RENEWAL
- SAME CONTRACT TERMS**

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court approve renewal of RFP No. F2023183, Annual Contract for Onsite Language Interpretation Services, for the first optional twelve (12) month period at the same contract terms.

BACKGROUND

On September 19, 2023, the Commissioners Court, through Court Order #141776, awarded RFP No. F2023183, Annual Contract for Onsite Language Interpretation Services, to the following vendors:

| | |
|-------------|---|
| Primary | Translation & Interpretation Network, LLC |
| Secondary | Universe Technical Translation Inc. |
| Alternate 1 | MasterWord Services, Inc. |
| Alternate 2 | Language Line Services, Inc. |

The awards were based upon evaluation criteria set forth in the RFP specifications and contained options to renew for two (2) additional twelve (12) month periods.

This contract is used primarily by Public Health to serve patients with limited English language proficiency. To give all patients the best possible care, clinic staff must be able to communicate with them effectively including those who have limited or no ability to speak and understand the English language. Title VI of the Civil Rights Act of 1964 requires recipients of federal financial assistance to take reasonable steps to make their programs, services, and activities accessible by eligible persons with limited English proficiency.

The vendors notified Purchasing in writing that they will extend the same contract terms through September 30, 2025. Public Health notified Purchasing in writing that they are pleased with the vendors and want to renew.

Therefore, it is the joint recommendation of Public Health and Purchasing that the Commissioners Court approve renewal of RFP No. F2023183, Annual Contract for Onsite Language Interpretation Services, for another twelve (12) month period.

SUBMITTED BY: Purchasing

PREPARED BY: Brad Richards, NIGP-CPP
APPROVED BY: Chris Lax, CPSM, CPSD, CPCP



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FISCAL IMPACT

Expenses for last year were approximately \$261,044.00. Services are provided on an as-needed basis. Funding is available in account Various Funds/Various Cost Centers/585154 Interpreter Fees.