



# Board Agenda Item 40

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DATE: June 23, 2020

TO: Board of Supervisors

SUBMITTED BY: Delfino E. Neira, Director, Department of Social Services  
David Pomaville, Director, Department of Public Health  
Dawan Utecht, Director, Department of Behavioral Health  
Brandi Orth, County Clerk/Registrar of Voters  
Kirk Haynes, Chief Probation Officer, Probation Department  
Steven E. White, Director, Department of Public Works and Planning  
Melissa Cregan, Agricultural Commissioner/Sealer,  
Joy Moreno, Executive Director, In-Home Supportive Services Public Authority

SUBJECT: Agreement with United Language Group

RECOMMENDED ACTION(S):

**Sitting as the Fresno County Board of Supervisors:**

**Approve and authorize the Chairman to execute an Agreement with United Language Group for translation and interpretation services, effective July 1, 2020, not to exceed five consecutive years, which includes a three-year base contract and two optional one-year extensions, total not to exceed \$3,739,845.**

**Sitting as the In-Home Supportive Services Public Authority Governing Board:**

**Approve and authorize the Chairman to execute an Agreement with United Language Group for translation and interpretation services, effective July 1, 2020, not to exceed five consecutive years, which includes a three-year base contract and two optional one-year extensions, total not to exceed \$3,739,845.**

Approval of the recommended actions will allow the County to continue to deliver mandated access to government services for clients with Limited English Proficiency (LEP) by providing translation and interpretation services with no increase in Net County Cost. This item is countywide.

ALTERNATIVE ACTION(S):

There is no viable alternative action. If this item is not approved, the County will be out of compliance with Title IV of the Civil Rights Act of 1964 (42 U.S.C. et seq.; 45 Code of Federal Regulations (CFR), Section 80.1 et seq.; and 28 CFR Sections 42.101-42.112) and Executive Order 13166, which requires recipients of Federal funding to provide LEP persons with meaningful access to government services.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended action. If approved, the maximum cost for the five-year Agreement is \$3,739,845 and will be offset with State and Federal revenues;

Health, Mental Health and Social Service Realignment; Mental Health Services Act funds; Grants and Fees; and budgeted Net County Cost. Sufficient appropriations and revenues will be included in the FY 2020-21 Recommended Budget for the participating departments and will be included in subsequent FY budgets.

DISCUSSION:

The County Departments of Social Services, Public Health, Behavioral Health, County Clerk/Registrar of Voters, Probation, Public Works and Planning, Agriculture, and the IHSS Public Authority use written translation and telephonic interpretation to ensure individuals with LEP have access to government services and ensure communication between County employees, contracted providers, patients, and clients in accordance with the Civil Rights Act of 1964 and Executive Order 13166. The Departments' current telephonic interpretation services contract expires June 30, 2020, and the written translation services contract ended on November 1, 2019 due to business closure of the most recent contracted service provider.

A Request for Proposal (RFP #20-051) was issued March 11, 2020 for written translation and telephonic interpretation services. Approximately seventy-two (72) potential bidders were notified through Public Purchasing, and twenty-five (25) responses to the RFP were received. A five-member Review Committee comprised of representatives from the Department of Social Services, Probation, Department of Behavioral Health, Library, and one Community-Based Organization reviewed the responses and unanimously recommended United Language Group for funding. Their proposal was deemed the most responsive to the RFP in the delivery of translation and interpretation services, organizational capability, experience, quality control processes, and cost-effectiveness.

Upon approval, the recommended Agreement will be effective July 1, 2020 through June 30, 2023 and includes the option to renew for two additional 12-month terms based upon satisfactory performance with written notice by the Department Director or designee and Contractor. Termination without cause requires a 30-day written notice from the County, Department Director or designee, or Contractor.

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Agreement with United Language Group

CAO ANALYST:

Ronald Alexander