



Board Agenda Item 79

DATE: June 24, 2025

TO: Board of Supervisors

SUBMITTED BY: Sanja Bugay, Director, Department of Social Services
David Luchini, Director, Department of Public Health
Susan Holt, Director, Department of Behavioral Health
James Kus, County Clerk/Registrar of Voters
Kirk Haynes, Chief Probation Officer, Probation Department
Steven White, Director, Department of Public Works and Planning
Melissa Cregan, Agricultural Commissioner/Sealer,
David Tan, Executive Director, In-Home Supportive Services Public Authority

SUBJECT: Retroactive Second Amendment to Agreement 24-504 with United Language Group for Translation and Interpretation Services

RECOMMENDED ACTION(S):

Sitting as the Fresno County Board of Supervisors:

Approve and authorize the Chairman to execute a Second Amendment to Agreement 24-504 with United Language Group, LLC, retroactive to the original agreement's effective date of July 1, 2020, for translation and interpretation services, to revise the name from United Language Group, Inc. to United Language Group, LLC, extend the term of the contract by six months from July 1, 2025, through December 31, 2025, and increase the maximum compensation by \$263,700 to a total of \$4,003,545.

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

Approve and authorize the Chairman to execute a Second Amendment to Agreement 24-504 with United Language Group, LLC, retroactive to the original agreement's effective date of July 1, 2020, for translation and interpretation services, to revise the name from United Language Group, Inc. to United Language Group, LLC, extend the term of the contract by six months from July 1, 2025, through December 31, 2025, and increase the maximum compensation by \$263,700 to a total of \$4,003,545.

There is no Net County Cost associated with the recommended actions. At the request of the vendor, the name United Language Group, Inc. will be revised to United Language Group, LLC. effective as of May 13, 2025. Additionally, the Departments in this Agreement have been collaborating with the County's General Services Department- Purchasing staff to issue a Request for Proposal (RFP) to renew translation and interpretation services under a new contract. The RFP process is still ongoing, so the term of the Agreement would be extended, and the maximum compensation would increase to allow the Departments to continue providing Limited English Proficiency (LEP) clients with interpretation and translation services while the RFP process is finalized. To provide further flexibility, during this time of transition, Departments would be given the ability to rollover unspent funds from previous fiscal years to allow cost savings. This item is countywide.

ALTERNATIVE ACTION(S):

There are no viable alternative actions. Should your board not approve the recommended actions, it will result in a lapse in translation and interpretation services for LEP clients. Such an action will put the Departments in this Agreement out of compliance with mandated access to government services.

RETROACTIVE AGREEMENT:

The recommended amendment is retroactive to July 1, 2020, because it adds language to the Agreement allowing Departments to combine the annual allocation budgets for written translation and telephonic/video remote interpreting into a single budget and enables the Departments to rollover any unspent funds from their annual allocation to the next fiscal year. As a result, the additional allocations requested by the Departments for the six (6) month extension may not have to be fully utilized during the transition period necessary to select a new vendor.

FISCAL IMPACT:

There is no increase in Net County Cost associated with the recommended actions. If approved, the maximum cost (\$4,003,545) of the Agreement will be offset with State and Federal funds, Mental Health, Public Health and Social Services Realignment, Mental Health Services funds, Grants and Fees, and budgeted Net County Cost. Sufficient appropriations and estimated revenues are included in the FY 2025-26 Recommended Budget for the participating Departments and will be included in subsequent budget requests.

Allocation Being Added by Department:

Social Services	\$218,879
IHSS Public Authority	\$1,212
Probation	\$200
Public Health	\$16,500
Public Works & Planning	\$1,000
Agriculture	\$1,000
County Clerk/Registrar of Voters	\$5,000
<u>Behavioral Health</u>	<u>\$20,000</u>
Total	\$263,700

DISCUSSION:

Fresno County has a significant LEP population that it serves. The County is required by government mandates to provide LEP clients with access to public services. To ensure efficient and effective communication between County employees, contracted providers, and LEP clients, services from qualified translators and interpreters are needed.

On June 23, 2020, the Board approved Agreement No. 20-240 with United Language Group, Inc. for written translation and telephonic/video remote interpretation services. The Agreement was made with the following County Departments: Social Services, Public Health, Behavioral Health, County Clerk/Registrar of Voters, Probation, Public Works and Planning, Agriculture, and the IHSS Public Authority. These Departments use written translation and telephonic interpretation to provide individuals with LEP support services and comply with the Civil Rights Act of 1964 and Executive Order 13166. This Agreement will expire on June 30, 2025.

In March 2025, the Departments began collaborating with Purchasing to issue a Request for Proposal (RFP) for translation and interpretation services and is still going through the process. Therefore, to avoid a

disruption in services, the Departments are requesting an extension of the existing Agreement. By extending the term of the current Agreement by six (6) months, this will allow sufficient time to release the RFP and select a vendor to provide translation and interpretation services.

The recommended amendment seeks to increase the maximum compensation amount of the Agreement by \$263,700 to a total of \$4,003,545 for this six (6) month extension.

It was determined by the Departments that to minimize the allocation amounts added to this amendment, having the flexibility to rollover unspent funds from previous fiscal years to the current fiscal year would provide the most cost savings. For this to be feasible, the written translation budget and the telephonic/video remote interpretation budget need to be combined into one annual budget. This would also need to be implemented retroactively to the start date of the Agreement, July 1, 2020. The recommended amendment adds language giving the Departments the ability to do so.

The recommended amendment will ensure services are provided timely to LEP individuals by allowing the Departments to continue to utilize United Language Group, LLC. services as needed while the RFP process is finalized. Furthermore, should a new vendor be awarded the contract, the additional six (6) months of services will allow for a transition period from the previous provider to the new vendor without disruption to client services. All provisions, terms, and conditions contained in this Agreement not amended shall remain unchanged and in full force and effect.

REFERENCE MATERIAL:

BAI #66, September 10, 2024

BAI #40, June 23, 2020

ATTACHMENTS INCLUDED AND/OR ON FILE:

On file with Clerk - Second Amendment to Agreement 24-504 ULG

CAO ANALYST:

Ronald Alexander