

FORM APPROVED COUNTY COUNSEL
 BY: *G.P.P.* DATE: 4/14/16
 GREGORY P. PRAMOS

Departmental Concurrence

**SUBMITTAL TO THE BOARD OF SUPERVISORS
 COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

325



FROM: Purchasing and Fleet Services Department

SUBMITTAL DATE:
 April 11, 2016

SUBJECT: Approve Amendment No.1 for County Wide Verbal and Written Interpretative Language Services with Hanna Interpreting Services, Interpreters Unlimited, Inc. and Continental Interpreting Services, Inc., for Four Years. [All Districts]; [Annually - \$270,000]; [Total \$1,080,000]; 100% Department Funds.

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve Amendment No.1 for FY 15/16 to 20/21, to the professional service agreements:
 - a) Hanna Interpreting Services increasing the agreement \$20,000 from \$60,000 to \$80,000,
 - b) Interpreters Unlimited, Inc., increasing the agreement \$230,000 from \$60,000 to \$290,000,
 - c) Continental Interpreting Services increasing the agreement \$20,000 from \$60,000 to \$80,000, and;
2. Authorize the Purchasing Agent, in accordance with Ordinance No. 459, based on the availability of fiscal funding and as approved by County Counsel to: (a) sign amendments that do not change the substantive terms of the agreement; (b) move the allocated funds among the vendors; and (c) sign amendments to the compensation provisions that do not exceed 10% annually.

BACKGROUND:

Summary

(Continued on page 2)

Lisa Brandl

Lisa Brandl, Director
 Purchasing & Fleet Services Dept.

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost:	POLICY/CONSENT (per Exec. Office)
COST	\$ 177,436	\$ 270,000	\$ 1,080,000	\$	Consent <input type="checkbox"/> Policy <input checked="" type="checkbox"/>
NET COUNTY COST	\$ 177,436	\$ 270,000	\$ 1,080,000	\$	

SOURCE OF FUNDS: 100% Department Budgets	Budget Adjustment: No
	For Fiscal Year: 15/16-20/21

C.E.O. RECOMMENDATION:

APPROVE

Ivan M. Chand

BY: Ivan M. Chand 4/15/2016

County Executive Office Signature

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Washington, seconded by Supervisor Ashley and duly carried, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Washington, Benoit and Ashley
Nays: None
Absent: Tavaglione
Date: April 26, 2016
xc: Purchasing

Kecia Harper-Ihem
 Clerk of the Board

By: *Kecia Harper-Ihem*
 Deputy

A-30
 4/5 Vote
 Positions Added
 Change Order

**SUBMITTAL TO THE BOARD OF SUPERVISORS, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA
FORM 11: Approve Amendment No.1 for County Wide Verbal and Written Interpretative Language
Services with Hanna Interpreting Services, Interpreters Unlimited, Inc. and Continental Interpreting
Services, Inc., for Four Years. [All Districts]; [Annually - \$270,000]; [Total \$1,080,000]; 100%
Department Funds.**

DATE: April 11, 2016

PAGE: 2 of 2

BACKGROUND:

Summary (continued)

Riverside County requires the use of language interpreters for the County agencies such as Sheriff Department, Riverside University Health System, Department of Social Services and Probation. This service is needed by County agencies to assist the non-English speaking population of Riverside County receive the necessary care via applicable translation services.

The Board of Supervisors approved the three service agreements for translation services on January 27, 2015 (M.O. 3-11). An increase to the three service agreements from an aggregate annual amount of \$180,000 with an increase of \$270,000 will bring the new total to \$450,000. This increase is required to meet the countywide demand for translation services.

Impact on Citizens and Businesses

These services will enhance the County's communication to its constituents and provides a positive impact on citizens or businesses in the County of Riverside.

SUPPLEMENTAL:

Additional Fiscal Information

If approved, the annual authorized aggregate amount for all three contracts will be \$450,000 annually and taking into account this year's contract amount the five year period authorized amount will be \$1,800,000. Actual expenses may vary and are dependent on the usage of the contracts by county departments.

Estimated costs are based on the current fiscal year's expenses as extracted from the county's financial system. The current percentage use of the contracts by county departments are as follows:

1. Sheriff: 1.38%
2. RUHS - Behavioral Health: 65.45%
3. Department of Public Social Services: 32.77%
4. Probation: 0.4%

Contract History and Price Reasonableness

Purchasing released Request for Proposal (RFP) PUARC-1360 and advertised on the Purchasing web site soliciting bids from qualified vendors to provide Verbal and Written Interpretative Language Services to assist the non-English speaking population of Riverside County. Purchasing received five (5) proposals, from Hanna Interpreting Services, Interpreters Unlimited, Inc., Continental Interpreting Services, Inc., Language Access Network, LLC and Echo Interpreting, LLC. The evaluation committee composed of representatives from Purchasing, Mental Health, Regional Medical Center, and Public Social Services. The evaluation team reviewed and scored each proposal based on the bidders overall responsiveness to the requirements of the scope of service, bidder's experience and ability, technical capability and project methodology, overall cost, and reference checks.

The evaluation committee determined that due to the vast size of the County of Riverside, it was necessary to award to multiple vendors for Verbal and Written Interpretative Language Services. Hanna Interpreting Services, Interpreters Unlimited, Inc. and Continental Interpreting Services, Inc. were determined to be the most responsive/responsible vendors at the proposed rates from \$38.00 to \$105.00 per hour depending on the district, day, hour, and the urgency of need for services.

COUNTY OF RIVERSIDE
AMENDMENT NO.1 TO THE AGREEMENT
WITH
CONTINENTAL INTERPRETING SERVICES

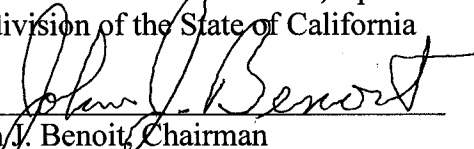
Original Contract Term: January 27, 2015 through December 31, 2020
Contract Term Extended To: (Not applicable)
Effective Date of Amendment: April 5, 2016
Original Annual Maximum Contract Amount: \$60,000
Amended Annual Maximum Contract Amount: \$80,000
Contract ID: RIVCO-96146-010-12/20

The Agreement between County of Riverside herein referred to as COUNTY and **CONTINENTAL INTERPRETING SERVICES**, herein referred to as CONTRACTOR, entered into as of January 27, 2015, is amended as follows:

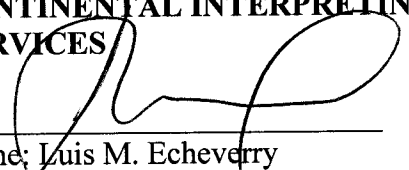
1. Section 3.1 is deleted in its entirety and replaced with the following: "The COUNTY shall pay for services performed, products provided and expenses incurred in accordance with the terms of Exhibit C, Payment provisions. Maximum payments by COUNTY to CONTRACTOR shall not exceed \$80,000.00 annually including all expenses. The COUNTY is not responsible for any fees or costs incurred above or beyond the contracted amount and shall have no obligation to purchase any specified amount of services or products. Unless otherwise specifically stated in Exhibit B, COUNTY shall not be responsible for payment of any CONTRACTOR'S expenses related to this Agreement."
2. All other terms and conditions of the Agreement not modified herein shall remain unchanged.

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Amendment.

COUNTY OF RIVERSIDE, a political subdivision of the State of California

By: 
John J. Benoit, Chairman
Board of Supervisors
Dated: APR 26 2016

CONTINENTAL INTERPRETING SERVICES

By: 
Name: Luis M. Echeverry
Title: President/CEO
Dated: April 5, 2016

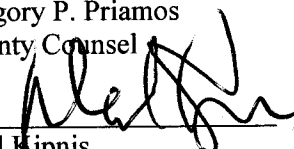
ATTEST:

Kecia Harper-Ihem
Clerk of the Board

By: 
Deputy

APPROVED AS TO FORM:

Gregory P. Priamos
County Counsel

By: 
Neal Ripnis,
Deputy County Counsel

RFP# PUARC-1360
BOS agenda # 3-11 & January 27, 2015
Form #116-311 Revision Date: 01/13/2016

1

Purchasing and Fleet Services
2980 Washington Street
Riverside, CA 92504
Contact: Richard Strickland

APR 26 2016

3-23

COUNTY OF RIVERSIDE
AMENDMENT NO.1 TO THE AGREEMENT
WITH
HANNA INTERPRETING SERVICES

Original Contract Term: January 27, 2015 through December 31, 2020
Contract Term Extended To: (Not applicable)
Effective Date of Amendment: April 5, 2016
Original Annual Maximum Contract Amount: \$60,000
Amended Annual Maximum Contract Amount: \$80,000
Contract ID: RIVCO-96146-008-12/20

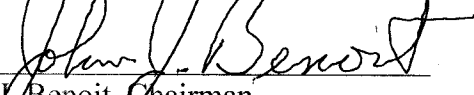
The Agreement between County of Riverside herein referred to as COUNTY and **HANNA INTERPRETING SERVICES**, herein referred to as CONTRACTOR, entered into as of January 27, 2015, is amended as follows:

1. Section 3.1 is deleted in its entirety and replaced with the following: "The COUNTY shall pay for services performed, products provided and expenses incurred in accordance with the terms of Exhibit C, Payment provisions. Maximum payments by COUNTY to CONTRACTOR shall not exceed \$80,000.00 annually including all expenses. The COUNTY is not responsible for any fees or costs incurred above or beyond the contracted amount and shall have no obligation to purchase any specified amount of services or products. Unless otherwise specifically stated in Exhibit B, COUNTY shall not be responsible for payment of any CONTRACTOR'S expenses related to this Agreement."


2. All other terms and conditions of the Agreement not modified herein shall remain unchanged.

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Amendment.

COUNTY OF RIVERSIDE, a political subdivision of the State of California

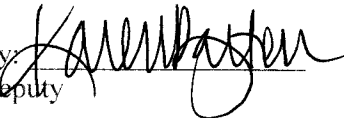
By: 
John J. Benoit, Chairman
Board of Supervisors
Dated: APR 26 2016

HANNA INTERPRETING SERVICES

By: 
Name: Tom Hanna
Title: President
Dated: 3/23/16

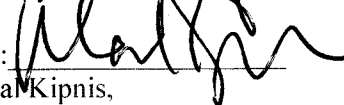
ATTEST:

Kecia Harper-Ihem
Clerk of the Board

By: 
Deputy

APPROVED AS TO FORM:

Gregory P. Priamos
County Counsel

By: 
Neal Kipnis,
Deputy County Counsel

RFP# PUARC-1360
BOS agenda # 3-11 & January 27, 2015
Form #116-311 Revision Date: 01/13/2016

Purchasing and Fleet Services
2980 Washington Street
Riverside, CA 92504
Contact: Richard Strickland

APR 26 2016 323

COUNTY OF RIVERSIDE
AMENDMENT NO.1 TO THE AGREEMENT
WITH
INTERPRETERS UNLIMITED, INC

Original Contract Term: January 27, 2015 through December 31, 2020
Contract Term Extended To: (Not applicable)
Effective Date of Amendment: April 5, 2016
Original Annual Maximum Contract Amount: \$60,000
Amended Annual Maximum Contract Amount: \$290,000
Contract ID: RIVCO-96146-009-01/20

The Agreement between County of Riverside herein referred to as COUNTY and INTERPRETERS UNLIMITED, INC., herein referred to as CONTRACTOR, entered into as of January 27, 2015, is amended as follows:

1. Section 3.1 is deleted in its entirety and replaced with the following: "The COUNTY shall pay for services performed, products provided and expenses incurred in accordance with the terms of Exhibit C, Payment provisions. Maximum payments by COUNTY to CONTRACTOR shall not exceed \$290,000.00 annually including all expenses. The COUNTY is not responsible for any fees or costs incurred above or beyond the contracted amount and shall have no obligation to purchase any specified amount of services or products. Unless otherwise specifically stated in Exhibit B, COUNTY shall not be responsible for payment of any CONTRACTOR'S expenses related to this Agreement."
2. All other terms and conditions of the Agreement not modified herein shall remain unchanged.

IN WITNESS WHEREOF, the Parties hereto have caused their duly authorized representatives to execute this Amendment.

COUNTY OF RIVERSIDE, a political subdivision of the State of California

By: John J. Benoit
John J. Benoit, Chairman
Board of Supervisors
Dated: APR 26 2016

INTERPRETERS UNLIMITED, INC

By: Shamus Sayed
Name: Shamus Sayed
Title: V.P. of Sales & Marketing
Dated: April 4, 2016

ATTEST:

Kecia Harper-Ihem
Clerk of the Board

By: [Signature]
Deputy

APPROVED AS TO FORM:

Gregory P. Priamos
County Counsel

By: [Signature]
Neal Kipnis,
Deputy County Counsel

RFP# PUARC-1360
BOS agenda # 3-11 & January 27, 2015
Form #116-311 Revision Date: 01/13/2016