



City Council Report

Date: January 27, 2020
To: City Council
Through: Michael Kennington, Deputy City Manager/Chief Financial Officer
From: Edward Quedens, Business Services Director
Matt Bauer, Procurement Administrator
Subject: One-Year Renewal with a One-Year Renewal Option to the Term Contract for Interpreter/Translation Services for the Mesa Police, Mesa Municipal Court, City Clerk and Community Services Departments **(Citywide)**

Recommendation

Council is requested to approve the contract renewal as recommended.

The Mesa Police, Mesa Municipal Court, City Clerk and Community Services Departments, and Purchasing recommend authorizing the renewal with AZ Language Solutions LLC; CyraCom International, Inc. dba Voiance Language Services, LLC; Finger Works, Inc.; Language Connection; Spanish Media & Translation Services, LLC (a Mesa business); and Topete/Stonefield, Inc.; at \$100,000 annually, with an annual increase allowance of up to 5% or the adjusted Consumer Price Index.

Background / Discussion

This contract provides multiple qualified foreign language (certified interpreters and/or translators) to provide Interpretation/Translation Services to the City on an as-needed basis to include in-person, over the phone, as well as document interpretation, American Sign Language (ASL), and/or translation services. Multiple vendors ensure adequate services are available to the community members and provide adequate coverage for all required areas, including a backup vendor for 9-1-1 Dispatch.

The City is committed to recognizing and respecting its diverse community through inclusive programs and services. Providing information in alternative languages is part of that effort, and to meeting our federal requirements identified in the Citywide Title VI Implementation Plan and Limited English Proficiency (LEP) Plan. As such, the Police, Municipal Court, City Clerk and Community Services Departments require the services of a qualified foreign language interpreter and/or translator to provide services for non-English speaking community members involved in City business matters.

The aforementioned City departments use specific vendors to meet their various language translation needs. Each department has been satisfied with their vendors' performance. The vendors continue to meet expectations and requirements and their invoicing is accurate and timely. This contract continues to be advantageous to the City and it is in the City's best interest to renew the contract.

Purchase Information

Action: Renewal (1st of 2 possible)

Procurement Type: Request for Proposals

Contract Number: 2016151

Original Council Award Date: 1/23/2017

Initial Contract Term: Three years

Possible Renewals: One-year renewal subject to Administrative review and approval

Funding Source: Operating budget of the Department utilizing interpretation/translation services