



City Council Report

915 I Street, 1st Floor
Sacramento, CA 95814

www.cityofsacramento.org

File ID: 2019-01113

September 10, 2019

Consent Item 09

Title: Cooperative Agreement: Telephone Based Interpretation Services

Location: Citywide

Recommendation: Pass a Motion authorizing the City Manager, or the City Manager's designee, to approve the use of Cooperative Contract 50-000-14-00002AA and California Participating Addendum 7-15-99-23.01 with Corporate Translation Services, Inc. for telephone-based interpretation services in an amount-not-to-exceed of \$200,000 through the life of the contract including all extensions.

Contact: Ashley Petralli, Contract & Compliance Specialist, 916-808-5749, Department of Finance, Procurement Division

Presenter: None

Attachments:

1-Description/Analysis

2-Cooperative Contract 50-000-14-00002AA California Participating Addendum 7-15-99-23.01

Description/Analysis

Issue Detail: The City has been using the cooperative agreement with Corporate Translation Services, Inc for telephone-based interpretation services since 2015. The Police Department's 911 call center and Animal Care Services in the Community Development Department are currently the main users of this agreement for telephone interpretation services. The overall expenditures and continued use of these services by multiple departments have established a need for a joint citywide spending authority approval from the City Council. City departments have spent approximately \$30,000 annually between 2015-2018, totaling an overall spend of \$119,000 on this agreement.

This cooperative agreement has been extended through March 4, 2020, and staff seeks to increase the spending authority to \$200,000 total. This increase will cover the anticipated costs of telephone translation services for the remainder of the contract (approximately \$30,000 for 2019) and will also allow for an additional surplus which may be used in the event of an emergency.

Policy Considerations: City Council approval is required for service and supply contracts in amounts of \$100,000 or more.

Economic Impacts: None.

Environmental Considerations:

California Environmental Quality Act (CEQA): The proposed activity is not a project pursuant to the CEQA. (CEQA Guidelines Section 15378(b)(2).) The activity is a continuing administrative or maintenance activity, such as the purchase of supplies, personnel-related actions, general policy and procedure making and is not subject to CEQA. (CEQA Guidelines Section 15060(c)(3).)

Sustainability: Not applicable.

Commission/Committee Action: Not applicable.

Rationale for Recommendation: In an ongoing effort to maximize cost savings and staff resources, many government agencies share contracting efforts through cooperative purchasing. This procurement method increases pricing competitiveness and lowers operating costs through volume buying. When comparing the administrative costs of procurement, staff considers product research, source selection, specifications, advertising, staff reports, awarding, protests, and administration of the contract. It is often more cost-effective to

eliminate the cost and time spent on these administrative processes and purchase items and services through cooperative purchasing programs.

This agreement was the result of a cooperative procurement conducted by the State of New Mexico on behalf of NASPO ValuePoint and has been made available to entities in California through a participating addendum. This addendum provides telephone-based interpreter services on an “as needed” basis 24-hours a day, 365-days a year. Approving the use of this cooperative contract will allow the City to continue benefiting from significant volume discounts beyond what could be achieved solely by the City of Sacramento.

Financial Considerations: Adequate resources are available in the Approved Budget to support this contract. The actual cost for use is charged to the Departments using these services.

Local Business Enterprise (LBE): Corporate Translation Services, Inc. is not a Local business enterprise.

**STATE OF CALIFORNIA
PARTICIPATING ADDENDUM NO. 7-15-99-23.01
AMENDMENT #4**

Telephone-Based Interpreter Services
New Mexico NASPO ValuePoint Master Agreement No. 50-000-14-00002AA
**Corporate Translation Services, Inc. which will do business in California as
LanguageLink**

The parties hereto mutually agree to amend Participating Addendum Number 7-15-99-23.01 as follows:

1. Contract Term:

Update Participating Addendum Section 2A, Term to extend the end date from March 4, 2019 to March 4, 2020.

2. State Contract Administrator:

Update Participating Addendum Section 12C, Contract Management with the new State Contract Administrator as follows:


Name: Lori Tomita
Phone: (916) 375-4580
Fax: (916) 375-4663
E-Mail: lori.tomita@dgs.ca.gov
Address: State of California
Department of General Services
Procurement Division
707 Third Street, 2nd Floor, MS 2-202
West Sacramento, CA 95605


All other terms and conditions of the Participating Addendum shall remain the same.

IN WITNESS WHEREOF, the parties have executed this Participating Addendum Amendment as of the date of execution by both parties below.

Participating State:
STATE OF CALIFORNIA

Contractor:
CORPORATE TRANSLATION SERVICES, INC.
WHICH WILL DO BUSINESS IN CALIFORNIA AS
LANGUAGELINK

By: 
Name: Angela Shell
Title: Deputy Director
Date: 3-1-19

By: 
Name: DANIEL NELSON
Title: COO
Date: 2/25/2019