Finance, Budget and Administration

Jim Martin

ECAF: 2023-0969
Motion: 23-394

Type:
☒Contract
☐Board Appt.
☐Code Amendment
☐Budget Action
☐Other

Requested Handling:
☒Normal
☐Expedite
☐Urgent

Fund Source:
☒General Fund
☐Other
☐N/A

Executive Rec:
☒Approve
☐Do Not Approve
☐N/A

Approved as to Form:
☒Yes
☐No
☐N/A

Subject: Contract for on call interpreting and translating services.

Scope: This motion approves the agreement between Snohomish County and Universal Language Service, Inc. for on call interpreting and translating services, with a not to exceed amount of $150,000. Under the agreement, services will be provided on an as needed basis and compensated at the rates established in Exhibit A.

Duration: Execution through May 31, 2025, with the potential for up to two additional one-year terms, at the sole discretion of the County.

Fiscal Impact: ☐Current Year ☒Multi-Year ☐N/A

Expenditures	Current Year	2024	2025	2026	2027	Total
Various	$150,000					$150,000
						0
Total's	$150,000	0	0	0	0	$150,000

Revenue	Current Year	2024	2025	2026	2027	Total
						0
						0
Total's	0	0	0	0	0	0

Authority Granted: Authorizes the County Executive to execute the contract.

Background: Snohomish County issued RFP-22-017TB for on call interpreting and translating services for the purpose of providing the County with interpreting and translating services over the phone, video recording, and in-person services. The Evaluation Committee reviewed the proposals and awarded master contracts to multiple firms, including Universal Language Service, Inc.

Requested Action: Move to GLS on October 4th for consideration.