

**AGENDA**



**Recommendation for Council Action (Purchasing)**

Austin City Council	Item ID:	12920	Agenda Number	17.
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Meeting Date:	March 8, 2012
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Department:	Purchasing
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**Subject**

Authorize award, negotiation, and execution of 36-month requirements service contract with COMMUNICATION SERVICES FOR THE DEAF or one of the other qualified respondents for RFQS No. BKH0127, for sign language interpretation services for various City departments in an estimated amount not to exceed \$279,000, with two 12-month extension options in an estimated amount not to exceed \$93,000 per option, for a total estimated contract amount not to exceed \$465,000.

**Amount and Source of Funding**

Funding in the amount of \$46,500 is available in the Fiscal Year 2011-2012 Operating Budget of the Human Resources Department, Austin Police Department, Parks & Recreation Department and Austin Energy. Funding for the remaining six months of the original contract and extension options is contingent upon available funding in future budgets.

**Fiscal Note**

A fiscal note is not required.

Purchasing Language:	Best response received.
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Prior Council Action:	
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For More Information:	Brenda Helgren, Sr. Buyer/974-9141
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Boards and Commission Action:	Recommended by the Electric Utility Commission.
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MBE / WBE:	This contract will be awarded in compliance with Chapter 2-9C of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.
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Related Items:	
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**Additional Backup Information**

This contract is for sign language interpretation services for the deaf as per requirements under the Americans with Disabilities Act. The City of Austin uses an estimated 400 hours of sign language interpretation services for the deaf per year.

- The vendor ensures that all sign language interpreters for this contract be certified by the Texas Commission for the Deaf and Hearing-Impaired, or by the National Registry of Interpreters for the Deaf.
- The vendor's sign language interpreters shall have a medium to high level of service as required by the State of Texas Department of Assistive and Rehabilitative Services, Office for the Deaf and Hard of Hearing Services (DHHS).
- Interpreters are Court Certified through the State of Texas Department of Assistive and Rehabilitative Services, Office for the Deaf and Hard of Hearing Services or through the National Register of Interpreters for the Deaf as SC:L are considered "Legal Level".
- Interpreters that would not require Court Certification would still require a certification through the State of Texas Department of Assistive and Rehabilitative Services, Office for the Deaf and Hard of Hearing Services (DHHS). All sign language interpreters used by the contractor will be certified by the Texas Commission for the Deaf and Hearing-Impaired, or by the National Registry of Interpreters for the Deaf.

Examples of City of Austin uses for Sign Language Interpreters are: 1. Employees who are deaf to receive equal access to communications for their jobs, training or performance reviews and; 2. Citizens requesting Sign Language Interpreters to participate in activities, meetings, hearings or other events sponsored by the City and; 3. Participants in City programs.

MBE/WBE solicited: 4/9

MBE/WBE response: 0/0

#### **PRICE ANALYSIS**

- a. Adequate competition.
- b. One hundred thirty-eight notices were sent, including 4 MBEs and 9 WBEs. Four proposals were received, with no response from the MBE/WBEs.
- c. The pricing offered is the same as the awarded contract executed in January 2009.

#### **APPROVAL JUSTIFICATION**

- a. Best response received.
- b. The Purchasing Office concurs with the Human Resources Department recommended award.
- c. Advertised in the Austin American Statesman and on the Internet.