

AGENDA



Thursday, September 25, 2008

**Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION****Item No. 73**

Subject: Approve ratification of Amendment No. 1 to a contract with SILVIA B. KENIG, INC., Austin, TX (WBE) to increase the contract amount for Spanish language interpretation services required for the Municipal Court in an amount not to exceed \$8,823, for a revised total contract amount not to exceed \$58,823.

Amount and Source of Funding: Funding in the amount of \$8,823 is available in the Fiscal Year 2007-2008 Operating Budget of the Municipal Court Department.

Fiscal Note: There is no unanticipated fiscal impact. A fiscal note is not required.

For More Information: Sydney Ceder, Senior Buyer/974-2035

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.

On July 18, 2008, an interim contract was awarded to Sylvia B. Kenig, Inc., for Spanish language interpreter services in an amount not to exceed \$50,000. This short-term contract allowed continuation of Spanish language interpretation services, required by State Law, at the Downtown Austin Community Court, Municipal Court, and for magistration services at the Travis County Central Booking facility until the City Council approved an award to establish a new multi-year contract. City Council approved a contract for these services on August 21, 2008.

The following services were provided:

- 1) At Municipal Court and the Downtown Austin Community Court (DACC). Licensed Spanish interpreter services for all civil or criminal proceedings as requested by defendants or witnesses, or as requested by judges in accordance with Section 57.002 of the Government Code. Proper and accurate interpretation of proceedings at hearings, appearance dockets, bench trials and jury trials. Services provided from 8:30 a.m. to 10:00 p.m., Monday through Thursday and from 8:00 a.m. to 10:00 p.m., Monday through Friday.
- 2) At the Central Booking Facility. Services provided for all magistration and/or arraignment services provided at the Travis County Central Booking facility in accordance with the Interlocal Agreement with Travis County and Attorney General Opinion JC-0584. Services are required 24 hours per day/7 days per week.
- 3) Miscellaneous Interpretation/Translation services as needed by the Court for documents and other materials.

The Contractor and its interpreters who provided these services are Licensed Court Interpreters by the Texas Commission of Licensing and Regulation. This action is to approve ratification of Amendment No. 1 to the Silvia B. Kenig, Inc. contract to include additional Spanish language interpretation and translation services in the amount of \$8,823.

A new multi-year contract for these services was solicited and approved by Council on August 21, 2008. This ratification is a result of the overwhelming need for these services since the actual amount of services required exceeded the anticipated need for these services.