

A G E N D A



Recommendation for Council Action (Purchasing)

Austin City Council - Commissioner's Court Meeting		Item ID:	34763	Agenda Number	55.
Meeting Date:	August 28, 2014				
Department:	Purchasing				
Subject					
Authorize award and execution of a 36-month requirements service agreement with SILVIA B KENIG, INC (WBE /FH), or one of the other qualified bidders for IFB-BV No. TLG0103, to provide Spanish interpretation and translation services for the Municipal Court, in an amount not to exceed \$1,785,396, with three 12-month extension options in an amount not to exceed \$595,132 per extension option, for a total contract amount not to exceed \$3,570,792.					
Amount and Source of Funding					
Funding in the amount of \$49,595 is available in the Fiscal Year 2013-2014 Operating Budget of the Municipal Court Department. Funding for the remaining 35 months of the original contract period and extension options is contingent upon available funding in future budgets.					
Fiscal Note					
There is no unanticipated fiscal impact. A fiscal note is not required.					
Purchasing Language:	Best evaluated bid received.				
Prior Council Action:					
For More Information:	Terra Green, Buyer II, 512-972-4022				
Boards and Commission Action:					
Related Items:					
MBE / WBE:	This contract will be awarded in compliance with City Code Chapter 2-9C (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.				
Additional Backup Information					

This contract is for Spanish interpretation and translation services at the Municipal Court, Downtown Austin Community Court (DACC), and services via telephone. This contract also includes proper and accurate interpretation of court proceedings by a court interpreter for the orderly presentation of testimony and other evidence for the Municipal Court, DACC, and the Travis County Central Booking Facility. This contract will also include miscellaneous translation services such as documents and materials for the City.

The Municipal Court chose Silvia B. Kening, Inc. due to extensive knowledge and experience with municipal courts, emphasis on both Spanish translation and face-to-face interpretation, and quick response time for last minute interpreting needs both in person and via telephone.

MBE /WBE solicited: 13/2

MBE /WBE bid: 1/0

BID TABULATION

IFB-BV No. TLG0103 Spanish Interpretation Services 14 line items

<u>Vendor</u>	<u>Total Price</u>
Silvia B. Kenig, Inc. Austin, TX	\$595,132
Leon Translations, Inc. Austin, TX	\$621,160
AllWorld Language Consultants, Inc. Rockville, MD	\$847,387
Telelanguage, Inc. dba Andalex International, Inc. Portland, OR	\$951,274
Geneva Worldwide, Inc. New York, NY	\$1,008,056
Masterword Services, Inc. Houston, TX	\$1,029,549

A copy of complete bid tabulation is on file in the Purchasing Office and is on the City of Austin, FSD Purchasing Office website.

PRICE ANALYSIS

- a. Adequate competition
- b. Two hundred thirty-two notices were sent, including 13 MBEs and 2 WBEs. Six bids were received including 1 MWB.
- c. The pricing offered represents a 1% decrease from the last contract awarded August 2008.

APPROVAL JUSTIFICATION

- a. Best evaluated bid. Silvia B. Kenig, Inc is the current provider of these services.
- b. The Purchasing Office concurs with the Municipal Court Department's recommended award.

c. Advertised in the Austin American-Statesman and on the Internet.