



City of Columbus

Office of City Clerk
90 West Broad Street
Columbus OH 43215-9015
columbuscitycouncil.org

Legislation Text

File #: 0897-2022, **Version:** 1

BACKGROUND: Columbus Public Health (CPH) has a need to contract for interpretation and translation services for their clients. The purpose of this legislation is to authorize the Board of Health to enter into a \$168,400.00 contract with Access 2 Interpreters, LLC., for interpretation and translation services for the period April 1, 2022 to March 31, 2023, with an option to renew for four additional one-year periods ending March 31, 2027.

Three Requests for Proposal (RFP), RFQ020992 “Document Translation Services”, RFQ020993 “In Person Interpretation Services”, and RFQ020995 “American Sign Language Interpretation Services”, were publicly posted to the City of Columbus Vendor Services website from February 22, 2022 until March 8, 2022. 217 vendors registered with the City of Columbus were notified of the RFP. A total of 20 vendors submitted responses to the RFP through Bonfire. The CPH evaluation committee, utilizing established scoring criteria, unanimously recommended awarding the contract to Access 2 Interpreters, LLC. for all 3 RFP’s.

The contract compliance number for Access 2 Interpreters, LLC., is CC010229. This ordinance is submitted as an emergency in order to avoid a break in the delivery of these needed services.

FISCAL IMPACT: Expenditures to provide these services are budgeted in the 2022 Health Special Revenue Fund, Fund No. 2250.

To authorize the Board of Health to enter into a contract with Access 2 Interpreters, LLC. for interpretation and translation services; to authorize a total expenditure of \$168,400.00 from the Health Special Revenue Fund for said contract; and to declare an emergency. (\$168,400.00)

WHEREAS, the Board of Health has a need for interpretation and translation services for the Columbus Public Health Department located at 240 Parsons Avenue; and

WHEREAS, three Requests For Proposal (RFP), RFQ020992 “Document Translation Services”, RFQ020993 “In Person Interpretation Services”, and RFQ020995 “American Sign Language Interpretation Services” were publicly posted to the City of Columbus Vendor Services website from February 22, 2022 until March 8, 2022, and an evaluation committee unanimously recommended awarding the contract to Access 2 Interpreters, LLC.; and

WHEREAS, the Board of Health desires to enter into a contract with Access 2 Interpreters, LLC. to provide needed interpretation and translation services to the clients served at Columbus Public Health; and

WHEREAS, an emergency exists in the usual, daily operations of the Department of Public Health in that it is immediately necessary to authorize the Board to enter into a contract for interpretation and translation services with Access 2 Interpreters, LLC., in order to avoid a break in the delivery of these needed services, for the immediate preservation of the public peace, property, health, safety and welfare, **now, therefore**,

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBUS:

SECTION 1. That the Board of Health is hereby authorized to enter into a contract for \$168,400.00 with Access 2 Interpreters, LLC. for interpretation and translation services for the period April 1, 2022 through March 31, 2023, with an option to renew for four additional one-year periods ending March 31, 2027.

SECTION 2. That the expenditure of \$168,400.00 is hereby authorized from the Health Special Revenue Fund, Fund No. 2250, Department of Health, Division No. 5001, in object class 03 - Services, per the accounting codes in the attachment to this ordinance.

SECTION 3. That the funds necessary to carry out the purpose of this ordinance are hereby deemed appropriated, and the City Auditor shall establish such accounting codes as necessary.

SECTION 4. That the City Auditor is authorized to make any accounting changes to revise the funding source for all contracts or contract modifications associated with this ordinance and to make any accounting changes necessary to ensure that this contract is properly accounted for and recorded accurately on the City's financial records.

SECTION 5. That for reasons stated in the preamble hereto, which is hereby made a part thereof, this ordinance is hereby declared to be an emergency measure and shall take effect and be in force from and after its passage and approval by the Mayor, or ten days after passage if the Mayor neither approves nor vetoes the same.