



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER

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DATE: 08/25/2020

SUBJECT: **RFP NO. 2020-160 - INTERPRETATION SERVICES FOR THE DEAF AND HEARING IMPAIRED - COUNTYWIDE - VARIOUS VENDORS - PER CONTRACT TERMS**

COMMISSIONERS COURT ACTION REQUESTED:

It is requested that the Commissioners Court award RFP No. 2020-160, Interpretation Services for the Deaf and Hearing Impaired, Countywide, to the following vendors at the per contract terms:

Primary	Hired Hands, Inc.
Secondary	Language Line Services, Inc.
Alternate	Visual Language Professionals, LLC

BACKGROUND:

Notice of the County's intent to bid was advertised in local newspapers, as required by State statute, and posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. Sixty-four (64) vendors were contacted and requested to participate in this proposal process. All documents pertaining to this proposal were posted on the Tarrant County website and were downloaded by interested parties. Four (4) proposals were received.

Proposals were evaluated by Community Supervision and Corrections Department (CSCD) and Purchasing representatives. Evaluations were based upon the criteria and processes set forth in the RFP. After the initial evaluation, Purchasing requested a Best and Final Offer from the top three (3) scoring vendors listed above which resulted in a reduction in price.

The term of the contract is twelve (12) months, effective September 1, 2020, with two (2) options for renewal periods of twelve (12) months each.

Therefore, it is the joint recommendation of CSCD and Purchasing that RFP No. 2020-160, Interpretation Services for the Deaf and Hearing Impaired, be awarded to the above listed vendors at the per contract terms.

FISCAL IMPACT:

Funding source for this contract is provided by various CSCD grant funds. No Tarrant County funds are required. Expenses are estimated to be approximately \$13,000.00 per year. Services provided are on an as-needed basis.

SUBMITTED BY: Purchasing

PREPARED BY: Erick M. Ware

APPROVED BY: