



Legislation Details (With Text)

File #: 81293 **Version:** 1 **Name:** Authorizing a non-competitive selection contract between LanguageLine Solutions for the provision of interpretation and translation services for the City of Madison, WI.

Type: Resolution **Status:** Passed

File created: 12/20/2023 **In control:** Civil Rights Department

On agenda: 1/23/2024 **Final action:** 1/23/2024

Enactment date: 1/26/2024 **Enactment #:** RES-24-00056

Title: Authorizing a non-competitive selection contract between LanguageLine Solutions for the provision of interpretation and translation services for the City of Madison, WI.

Sponsors: Satya V. Rhodes-Conway, Amani Latimer Burris

Indexes:

Code sections:

Attachments: 1. Language Line Solutions - Non-Competitive Selection Request - CC Approval Required December 2023.pdf

Date	Ver.	Action By	Action	Result
1/23/2024	1	COMMON COUNCIL	Adopt Unanimously	Pass
1/16/2024	1	FINANCE COMMITTEE	RECOMMEND TO COUNCIL TO ADOPT - REPORT OF OFFICER	Pass
1/9/2024	1	COMMON COUNCIL	Refer	Pass
12/26/2023	1	Civil Rights Department	Referred for Introduction	

Fiscal Note

The proposed resolution authorizes execution of a non-competitive with LanguageLine Solutions at a cost to the City not to exceed \$132,000 per year through the end of 2028. The Department of Civil Rights' 2024 Operating Budget includes \$132,000 for this contract, and future operating budgets will include the contract amount. No additional City appropriation required.

Title

Authorizing a non-competitive selection contract between LanguageLine Solutions for the provision of interpretation and translation services for the City of Madison, WI.

Body

PREAMBLE

As a recipient of federal funds, the City of Madison is subject to Title II and Title IV of the Americans with Disabilities Act, Title VI of the Civil Rights Act of 1964 (which prohibits discrimination based on national origin), and Executive Order 13166, which mandates meaningful language access to City programs, services, and information. Meaningful access means that individuals are given adequate information and can understand the services and benefits available, can receive the services for which they are eligible, and can communicate the relevant circumstances of their situation to the service provider. In February of 2018, the Common Council approved the Language Access Plan created by the Department of Civil Rights as a response to these obligations. In order to provide these services in compliance with City contracting requirements, it is necessary for the Department of Civil Rights to enter into a contract with an appropriate interpretation and translation agency.

WHEREAS, the Department of Civil Rights desires to contract with LanguageLine Solutions beginning upon

signature of the contract by the Mayor through December 31, 2028; and

WHEREAS, under sec. 4.26(4)(b), of the Madison General Ordinances if the aggregate amount of the fee for services exceeds \$50,000 and the contract was not subject to a competitive bidding process, the contract shall meet one of the other requirements of sec. 4.26(4)(a) and be approved by the Common Council; and

WHEREAS, according to City purchasing guidelines governing Non-Competitive Selection, “a particular consultant [LanguageLine] has provided services to the City on a similar or continuing project in the recent past, and it would be economical to the City on the basis of time and money to retain the same consultant.” Currently, LanguageLine provides on-demand interpretation, translation, and bilingual testing services for all City Departments and Divisions. Significant time and resources have been deployed to train city staff on LanguageLine language access procedures, services, and technology. The Department of Civil Rights worked with LanguageLine to develop a series of trainings to all City staff on LanguageLine’s on-demand interpretation services to support meaningful access. All departments and divisions have signage and language access cards from LanguageLine to comply with federal regulations and best practices. Changing providers for language access would require significant training time for all city staff to become aware of new policies and technology, which could lead to unintended consequences for those seeking language access services during the transition of vendors. It is economical and equitable to the City to retain the same consultant. A completed sole source application is on file.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Clerk are authorized to sign contract document(s) as needed with LanguageLine Solutions for these purposes not to exceed \$132,000 per year.