



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 6/18/2019

Agenda Placement: 6U

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Shelli Brobst for Jennifer Yasumoto - Director
Health & Human Services Administration

REPORT BY: JoAnn Melgar, Staff Services Analyst II - 707-253-4722

SUBJECT: Amendment No. 4 to Agreement with Davin's Interpreting Services, Inc.

RECOMMENDATION

Director of Health and Human Services requests approval of and authorization for the Chair to sign Amendment No. 4 to Agreement No. 180342B with Davin's Interpreting Services, Inc., revising Exhibit B and incorporating Specific Terms and Conditions to provide American Sign Language (ASL) interpretation services to all departments of Health and Human Services.

EXECUTIVE SUMMARY

Davin's Interpreting Services has been under contract with the County's Health and Human Services since 2009. Under the terms of the current agreement, the contractor provides American Sign Language interpretation services to Napa County clients that participate in any of Health and Human Services programs.

Approval of today's requested action will:

- | revise the contractor's hourly rates from \$75/per hour to \$90/per hour (exhibit B);
- | incorporate a Specific Term and Condition that will formally terminate the Agreement on June 30, 2021; and
- | delegate authority the Director of Health and Human Services to approve future amendments to the Exhibits of this Agreement, excluding any amendments to the compensation.

Davin's Interpreting Services is a local vendor.

FISCAL IMPACT

Is there a Fiscal Impact? No

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The Board approved an agreement with Davin's Interpreting Services in 2009 to provide American Sign Language (ASL) interpretation services to clients in all of the Health and Human Services Agency Divisions.

Approval of the amendment incorporates an increase to the contractor's rates beginning January 1, 2019, which will enable Davin's Interpreting Services to continue providing ASL services for hearing impaired individuals in any of the Health and Human Services' programs. The increase to the contractor's rates will be absorbed within the existing contract maximum of \$24,000. This is the first rate increase for this contractor since the original agreement was approved in April 2009.

The amendment also incorporates a formal termination date of June 30, 2021, and delegates authority to the Director of Health and Human Services to approve future amendments to the Exhibits to this Agreement, excluding increases to the compensation.

Davin's Interpreting Services is a local vendor.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Ben Guerrieri