

**Finance & Personnel Committee Approval Required
Single / Sole Source Contract Amendments \$50K or >
Contract No.: E-8912**

Background:

User Department: Milwaukee Health Department
Vendor Name: Ragir Consulting
Original Date of Award: 2/15/2009
Contract Term: 2/15/2009 – 8/31/2011
Current Contract Amount: \$225,500.00

History of Contract Amendments:

Date	Item	Term	Cost
3/12/2009	<u>Original VSC:</u> For interpretation services for all Spanish interviews and transcription services for all English and Spanish interviews conducted in the Ecocultural Family Interview (EFI) Pilot and full implementation phase	2/15/2009 – 8/31/2011	\$25,500.00
7/1/2009	<u>Change Order #1:</u> Increase funds for MHD program and client-base expansion.	2/15/2009 – 8/31/2011	\$100,000.00
1/7/2010	<u>Change Order #2:</u> Decrease the hourly rate (\$35 to \$32) for interpreters and increase the estimated contract total to cover unanticipated expenditures related to H1N1 efforts through contract term.	2/15/2009 – 8/31/2011	\$100,000.00
3/12/2010 Pending Req 10181	<u>Change Order #3:</u> Increase the contract total by \$200,000 for MHD program and client base expansion. Services are funded by a combination of O&M and grant funds.	2/15/2009 – 8/31/2011	\$200,000.00
Total (including the pending amendment)			\$325,500.00

Purpose of Amendment:

To fulfill the demand for increased language interpretation and transcription services to support various Milwaukee Health Department (MHD) services/programs including but not limited to: immunization clinics, family health clinics, home visiting programs such as Empowering Families of Milwaukee, Nurse Family Partnership and LAUNCH, WIC clinics, TB clinics, and the Ecocultural Assessment Program.

City Purchasing Director Recommendation:

Ragir Consulting provides interpretation and transcription services of complex medical terms in a variety of languages including but not limited to: Spanish; Somali; Hmong; Burmese; and various Eastern European languages. Based on market research, Ragir Consulting provides this service at the most competitive rate: \$30 to \$35 per/hour. This is significantly lower than all the competitors surveyed that provided quotes in the range of \$40-\$125 per hour. In addition, MHD will be able to meet the increased demand for Limited English Proficiency (LEP) services as required by the State of Wisconsin. For these reasons, approval is recommended.