



**MEMORANDUM**

**TO:** Satpal Sidhu, County Executive

**FROM:** Erika Lautenbach, Director

**RE:** The Language Exchange, Inc. – Translation & Interpreter Services Contract Amendment #2

**DATE:** May 17, 2022

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Attached is a contract amendment between Whatcom County and The Language Exchange, Inc. for your review and signature.

▪ **Background and Purpose**

The Language Exchange, Inc. provides language translation and interpreter services for various Health Department programs. These services are necessary for critical communications between staff, patients, customers, and community partners. This amendment extends the contract for an additional year.

▪ **Funding Amount and Source**

Funding for this contract, in an amount not to exceed \$19,000, is provided by general funds and the COVID-19 Epidemiology & Laboratory Capacity (CFDA 93.323) and COVID-19 Vaccine (CFDA 93.268) Grants, passed through the Washington State Department of Health. These funds are included in the 2022 budget. Council approval is required as funding exceeds \$40,000 cumulatively over the entire contract period (06/15/2021 – 06/30/2023).

Please contact Kathleen Roy, Assistant Director at 360-778-6007 ([KRoy@co.whatcom.wa.us](mailto:KRoy@co.whatcom.wa.us)), if you have any questions or concerns regarding this request.

