



**Contra  
Costa  
County**

To: Board of Supervisors  
 From: Marla Stuart, Employment and Human Services Director  
 Date: May 10, 2022  
 Subject: Amend Hummble Translations LLC Services Contract

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**RECOMMENDATION(S):**

APPROVE and AUTHORIZE the Employment and Human Services Director, or designee, to execute a contract amendment with Hummble Translations LLC to extend the term from March 31, 2023 to June 30, 2023 and increase the payment limit by \$150,000 to a new payment limit of \$300,000, effective May 1, 2022, to assist with the current and projected department need of translation services.

**FISCAL IMPACT:**

This contract amendment will increase department expenditures for Fiscal Year (FY) 2021-2022 by \$50,000 and for FY 2022-2023 by \$100,000. The cost of the contract is covered as Administrative Overhead. (60% Federal, 34% State, and 6% County)

**BACKGROUND:**

Hummble Translations LLC provides Employment and Human Services Department (EHSD) with translation services of creating, maintaining, and verifying new or revised Contra Costa County documents in English and/or any other system supported foreign language that is prevalent within the County. State and Federal regulations require the County to provide Client Correspondence (CC) documents for the California Works

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☒ APPROVE ☐ OTHER  
☒ RECOMMENDATION OF CNTY ADMINISTRATOR ☐ RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **05/10/2022** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor  
 Candace Andersen, District II Supervisor  
 Diane Burgis, District III Supervisor  
 Karen Mitchoff, District IV Supervisor  
 Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: May 10, 2022

Monica Nino, County Administrator and Clerk of the Board of Supervisors

By: Laura Cassell, Deputy

Contact: V. Kaplan, (925)  
 608-5052

cc:

Information Network (CalWIN) System and/or the California

### BACKGROUND: (CONT'D)

Statewide Automated Welfare System (CalSAWS) System and/or the Child Welfare System/Case Management System (CWS/CMS) in English and in any non-English language preferred by the client.

This amendment is to assist with the current and projected department need of creating and maintaining written Client Correspondence (CC) documents for the CalWIN, CalSAWS, and/or CWS/CMS system, collectively “systems”, in English and in supported foreign language translations.

### CONSEQUENCE OF NEGATIVE ACTION:

EHSD will be unable to meet requirements for the administration of State and Federal programs.

### CHILDREN'S IMPACT STATEMENT:

The services provided under this contract support all five of Contra Costa County's community outcomes: (1) “Children Ready for and Succeeding in School”; (2) “Children and Youth Healthy and Preparing for Productive Adulthood”; (3) “Families that are Economically Self-Sufficient”; (4) "Families that are Safe, Stable and Nurturing"; and (5) "Communities that are Safe and Provide a High Quality of Life for Children and Families" by ensuring children and families receive necessary documents translated into their preferred foreign language when receiving services provided by EHSD.