

**Agreement for Translation Services**

City of Columbia Disaster Recovery Community Development Block Grant (CDBG) and Hazard Mitigation Grant Programs (HMGP)  
Project Number: DR 4241

TranslateXpress and City of Columbia, SC

Contract Amendment 1  
July 16, 2019

Description of Change: Request change in Agreement for Translation Services between the City of Columbia and TranslateXpress dated May 16, 2018 to compensate the professional services firm for providing translation services for Disaster Recovery projects as needed. This first amendment exercises the option of a one-year renewal from May 16, 2019 to May 16, 2020. All other provisions of the Agreement, except as herein modified or changed, remain in full force and effect.

Proposed Change and Basis for Payment:

Option of 1-year renewal

Original Contract Price:	.12 cents a word translated
Previous Change Orders:	\$ 0
This Change (addition):	\$ 0
Revised Contract Price:	.12 cents a word translated

Additional funds are to be provided in the following manner: No change in funding  
This Change is Acceptable:

**TranslateXpress:**

\_\_\_\_\_  
Frank Sarkis, Managing Director

August 15, 2019

\_\_\_\_\_  
Date

**City of Columbia:**

By: \_\_\_\_\_  
Gloria Saeed, Director of Community Development

By: \_\_\_\_\_  
Missy Gentry, Assistant City Manager

By: \_\_\_\_\_  
Sandra A. Wright, CPPB, Director of Procurement and Contracts/Purchasing Agent

Approval of Change: \_\_\_\_\_  
Teresa Wilson, City Manager

APPROVED AS TO FORM  
  
\_\_\_\_\_  
Legal Department City of Columbia, SC

**Preston, Roxanna L**

Matter No. 19002538  
Attorney: PLW  
Date In: 8/7/19  
File No:  
Date Out: 8/14/19

**From:** McNary, Lynette M  
**Sent:** Wednesday, August 07, 2019 11:54 AM  
**To:** Legal Review  
**Cc:** Saeed, Gloria; Wright, Patrick; Jeanne Yacoub; Davis, Valeria D  
**Subject:** RE: Translation Services for City of Columbia's Flood Program  
**Attachments:** Translation Contract.Amendment 08-2019.pdf

The attached agreement for translation services amendment needs to be approved by legal be for Ms. Wilson signs.

Thanks,



**We Are Columbia**

**Lynette McNary**

Administrative Specialist  
Community Development Department  
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ColumbiaSC.net

**From:** Davis, Valeria D  
**Sent:** Wednesday, August 07, 2019 10:53 AM  
**To:** McNary, Lynette M <[Lynette.McNary@columbiasc.gov](mailto:Lynette.McNary@columbiasc.gov)>; Saeed, Gloria <[Gloria.Saeed@columbiasc.gov](mailto:Gloria.Saeed@columbiasc.gov)>  
**Cc:** Jeanne Yacoub <[jeanne@landmarkconsultingllc.com](mailto:jeanne@landmarkconsultingllc.com)>; Davis, Valeria D <[Valeria.Davis@columbiasc.gov](mailto:Valeria.Davis@columbiasc.gov)>  
**Subject:** FW: [EXTERNAL] RE: Translation Services for City of Columbia's Flood Program  
**Importance:** High

**From:** Davis, Valeria D  
**Sent:** Wednesday, August 07, 2019 10:49 AM  
**To:** McNary, Lynette M <[Lynette.McNary@columbiasc.gov](mailto:Lynette.McNary@columbiasc.gov)>; Saeed, Gloria <[Gloria.Saeed@columbiasc.gov](mailto:Gloria.Saeed@columbiasc.gov)>  
**Cc:** Jeanne Yacoub <[jeanne@landmarkconsultingllc.com](mailto:jeanne@landmarkconsultingllc.com)>; Davis, Valeria D <[Valeria.Davis@columbiasc.gov](mailto:Valeria.Davis@columbiasc.gov)>  
**Subject:** FW: [EXTERNAL] RE: Translation Services for City of Columbia's Flood Program  
**Importance:** High

Please see attached amendment.

**Valeria D. Davis**  
Deputy Program Manager

O: 803.545.2774  
1136 Washington Street, Lower Level Floor  
Columbia, SC 29201

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APPROVED AS TO FORM  
  
Legal Department City of Columbia, SC

**landmark**  
CONSULTING