



December 22, 2020

Ms. Elena Vasiliev
Universal Language Service
P.O. Box 4147
Bellevue, WA 98009

Dear Ms. Vasiliev,

I'm reaching out to you to express the Health District's intent to exercise the one-year extension option of our professional services agreement, pending final approval of the Board of Health at their January meeting.

If the Board approves, the professional service agreement for translation and interpretation services with Universal Language Service, effective February 1, 2020, would be extended for the period of February 1, 2021, through January 31, 2022. The contract terms will remain the same as in 2020-21.

Please email Prevention Services Director Katie Curtis at kcurtis@snohd.org if you are agreeable to extending the agreement through January 31, 2022.

Thank you for your consideration of this request. We will follow up with you following the January 19 Board of Health meeting.

Sincerely,

Shawn Frederick
Administrative Officer

Sarah de Jong

From: Elena Vasiliev <ElenaV@ulsonline.net>
Sent: Thursday, December 24, 2020 8:12 PM
To: Katie Curtis
Cc: Sarah de Jong
Subject: RE: Professional Services Agreement between ULS and SHD

Dear Katie Curtis,

This email is to confirm our desire to extend the duration of the agreement between our organizations through January 31, 2022.

I also wanted to take this opportunity to thank you on behalf of all of us at Universal language Service for being a valued and faithful customer for more than 20 years. We value your business and look forward to many years of serving you.

I will be patiently waiting for an agreement extension document. Thank you again, and please feel free to reach out for any questions you may have.

Sincerely,

Elena Vasiliev

Chief Executive Officer

Universal Language Service, Inc.

929 108th Ave NE, Suite 710, Bellevue, WA 98004

Phone: 1 (888) 462-0500 · Direct: 1 (425) 454-7168

Email: Management@ULSonline.net · Direct: ElenaV@ULSonline.net



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From: Sarah de Jong <sdejong@snohd.org>
Sent: Tuesday, December 22, 2020 3:13 PM
To: Elena Vasiliev <ElenaV@ulsonline.net>
Cc: Katie Curtis <kcurtis@snohd.org>
Subject: Professional Services Agreement between ULS and SHD

Good afternoon Ms. Vasiliev,

Please see the attached document for a letter that was mailed to you via USPS today, December 22, 2020. The letter expresses our desire for continued partnership by extending the professional services agreement dated February 20, 2020 for an additional year, pending final approval of the Board of Health.

Thank you for your service. We look forward to the next year with you.

Sincerely,

Sarah de Jong | Administrative Assistant | Administration | Snohomish Health District
3020 Rucker Ave | Suite #201 | Everett, WA 98201 | **p: 425.339.8652** | sdejong@snohd.org



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