



Monterey County

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

File Number: A 22-308

Agenda Date: 6/21/2022

Version: 1

Status: Department of Social
Services - Consent

In Control: Board of Supervisors

File Type: BoS Agreement

- a. Authorize the Contracts/Purchasing Officer, under the terms of Region 4 Education Service Center Cooperative Agreement R191104, to sign and approve purchase orders for the maintenance of and components for printers and copiers from Xerox Corporation retroactive to April 1, 2021, for a full term of April 1, 2021 to March 31, 2024, with non-standard indemnification, warranty and liability terms for a total contract amount of \$215,000; and
- b. Authorize the Monterey County Contracts/Purchasing Officer to approve modifications to the purchase orders where the modifications do not exceed 10% (\$21,500) of the total contract amount.

RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a. Authorize the Contracts/Purchasing Officer, under the terms of Region 4 Education Service Center Cooperative Agreement R191104, to sign and approve purchase orders for the maintenance of and components for printers and copiers from Xerox Corporation retroactive to April 1, 2021, for a full term of April 1, 2021 to March 31, 2024, with non-standard indemnification, warranty and liability terms for a total contract amount of \$215,000; and
- b. Authorize the Monterey County Contracts/Purchasing Officer to approve modifications to the purchase orders where the modifications do not exceed 10% (\$21,500) of the total contract amount.

SUMMARY/DISCUSSION:

This agreement replaces a Contracts and Purchasing system-wide contract with Xerox and allows the Department of Social Services to maintain four machines purchased April 1, 2021. This agreement is retroactive, as the Department initially had believed the equipment would be covered under the system-wide contract, but was informed that a separate Department agreement is required.

The Department recommends approval of the nonstandard indemnification, warranty and liability terms as these are part of a cooperative agreement which is being used to take advantage of discounted pricing.

OTHER AGENCY INVOLVEMENT:

Purchasing has reviewed and approved this Agreement. County Counsel has approved the Agreement as to form.

FINANCING:

This agreement is funded through Federal and State revenues and realignment funds. Sufficient appropriations and revenues for Social Services, Fund 001-5010-SOC005 are included in the FY 2021-22 Adopted Budget and FY 2022-23 Recommended Budget. Future fiscal year costs will be requested through the corresponding annual budget processes.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This agreement correlates to the Administration Strategic Initiative adopted by the Board of Supervisors by allowing the Department to maintain the operations of its multiple branches.

Mark a check to the related Board of Supervisors Strategic Initiatives:

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

Prepared by: Sylvia Solis, Administrative Services Manager, x4483

Becky Cronin For Lori A. Medina

Approved by: Lori A. Medina, Director, x4430

Attachments: Region 4 Education Service Center Cooperative Agreement R191104
Lease Agreements

Proposed agreements are on file with the Clerk of the Board as an attachment to this Board Report.